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VOLUME 7 MAY 15, 1914 NO. 2

Palmer College Bulletin

CATALOGUE NUMBER

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PALMER COLLEGE BULLETIN is published quarterly by Palmer College for the purpose of furnishing items of interest regarding College affairs. Entered as second-class mail matter at the Post Office, Albany, Missouri.

Calendar

1914

FIRST SEMESTER

Tuesday, September 15, Fall Semester opens. (18 weeks.) Registration Day.

Wednesday, September 16, classes meet.

Thursday and Friday, November 16, Thanksgiving recess.

Monday, November 30, classes resume their work.

Tuesday, December 1, **Special Winter Semester begins.** (14 weeks.)

Saturday, December 19, Christmas vacation begins.

1915

Tuesday, January 5, First Semester resumes.

Friday, January 29, First Semester closes.

SECOND SEMESTER

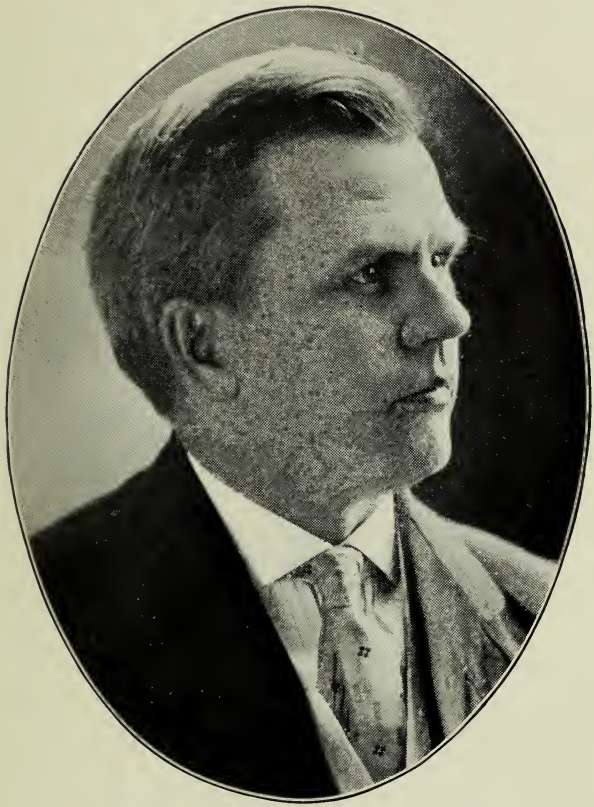
Tuesday, February 2, Second Semester opens. (18 weeks.) Registration day.

Friday, March 19, **Special Winter Semester closes.**

Tuesday, March 16, Special Normal Term for teachers opens. (12 weeks.)

Sunday, May 30, Baccalaureate Sunday and Commencement week.

Wednesday, June 2, Second Semester closes.



PRESIDENT E. A. WATKINS, A. M. D. D.

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1914-15

Faculty

E. A. Watkins, A. M., D. D., President
(Antioch College, Defiance College, Cincinnati University).
Philosophy and Logic.

Frederick Cooper, A. M., Dean
(Kansas Christian College, Defiance College).
Biblical Literature, Latin and Greek.

Charles Franklin Brown, A. B., B. Ped. A. M.
(Albion College, Michigan State Normal, Chicago University).
Education.

H. B. Parks, B. S.
(Blackburn University).
English and History.

George E. Spieth, A. B.
(Defiance College, Chicago University).
Science and Mathematics.

Gertrude Silverthorn, Dean of Women
(Palmer College, Iowa Teachers' College, Drake University).
Domestic Science and Expression.

Charles N. Barr, B. Ped., B. C. S., Secretary of Faculty
(Ohio Northern University).
Commercial Science.

Phillip H. Olsson
(Bethany College Conservatory).
Violin, Band Instrument and Orchestra.

Lucy Kavanaugh Peery, A. B.
(Northwest Missouri College, Central College for Women, New England School of Music).
Vocal Music and Voice Culture.

Gertrude Mersereau, B. Mus.
(Oakwood Seminary, Syracuse University Conservatory).
Piano, Theory, Harmony, Counterpoint and History of Music.

Jewel Burgin Barr
(Palmer College Conservatory).
Assistant in Piano.

Mrs. S. H. Cotton
Art.

George E. Spieth
Director of Athletics.

Organization

Executive Board

S. F. Peery, President
E. A. Watkins, Secretary
A. B. Price, Treasurer
W. P. Stapleton

Trustees for Three Years

F. G. Coffin, Albany, New York
E. A. Watkins, Albany, Missouri
W. P. Stapleton, Albany, Missouri
L. E. Follansbee, Des Moines, Iowa
A. M. Benge, Wintersett, Iowa
E. F. Saunders, Montezuma, Iowa

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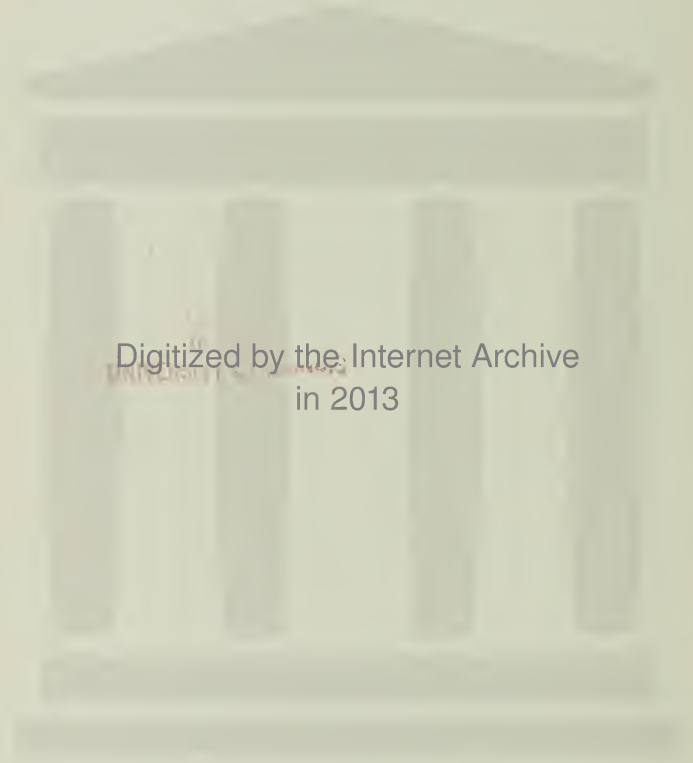
A. B. Price, Albany, Missouri
J. W. Piper, Le Grand, Iowa
George E. Hutton, Madrid, Iowa
T. H. Whitaker, Weaubleau, Missouri
N. W. Headrick, Superior, Nebraska
H. E. Warren, Superior, Nebraska

Trustees for One Year

S. F. Peery, Albany, Missouri
J. J. Kyle, Perlee, Iowa
John A. Stover, Frankfort, Indiana
L. E. Denmire, Montrose, Iowa
J. C. Bloyd, Lincoln, Kansas (deceased)
C. C. Hendrickson, Lincoln, Kansas
C. E. Huff, Oronoque, Kansas

ADMINISTRATION BUILDING—WINTER SCENE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Foreword

Palmer College of Albany, Missouri, has completed two years of history in its new location. The institution is not a new venture, but an old established college removed to a new location. It was organized at Le Grand, Iowa, forty years ago and has enjoyed a fruitful history, giving to the world some of the best men and women and some of the finest types of character. Unfortunate in original location the Board of Trustees have sought for a number of years a more suitable and more central location, where there was a real need for the school, which they feel they have found in its beautiful home, where it is now so comfortably housed in the large, commodious plant formerly occupied by the Northwest Missouri College, Albany, Missouri.

The friends of the College have many reasons for gratitude in the growth and development of the institution and the progress that has been made during the last few years. The past has been fruitful with achievement and gratifying accomplishments, but at no time has there been a more optimistic atmosphere about the school than at present. The years that have just passed have marked many and important improvements leading toward the highest standards of excellence and efficiency. Equipment has constantly been added, and courses have been revised and readjusted to meet the growing needs and demands of the constantly enlarging constituency of the institution. The management seeks to maintain only the highest standards, and no compromises will be made in order to appeal to a larger student body.

Palmer College must stand upon its own merits. It is one of the many worthy "small colleges" that bulk so large in the educational life of the country. It cannot hope to become a large college or university, neither is it the purpose of those in charge to seek such ends, but rather to develop a good, strong, well-equipped and endowed small college, whose ulterior aim and purpose in life is the development of Christian character.

While the standards of scholarship, morality and discipline have been gradually raised, the attendance has also increased. While the school has been shifted from its old environment and constituency of three years ago, there has been an increase in attendance each year over the year previous of 25 per cent. The College seeks to select its student body and make no effort to merely secure large numbers, but encourages only those who are in earnest and are coming for hard work and who are willling to help maintain high standards and carry out the spirit of the institution. If the shiftless and lazy find their way into our numbers they are soon sifted out and seek a more congenial atmosphere, where work and study are not so important.

The success of Palmer graduates has demonstrated to the world that the instruction has been and is of superior quality. Her students have been admitted to advance standing in the best colleges and universities, without examination, upon the presentation of the regular official certificate, certifying the amount of work done and the courses pursued. The best evidence of true scholarship and the test applied by the world is in the open field of competition, and in this test our students rank with the best. We have no time for frivolity, hazing or useless expenditure of energy of any kind. We take it that students enter, and parents send their children here to be instructed, not merely in books, but in the broader and better cultured walks of life—courtesy, gentility, honest effort, true industry, high

motives and ideals, protection of virtue, and, above all, in the development of the highest types of character. Believing this responsibility to be just and right we, as a school, try to utilize every moment in advancing, promoting and cultivating the highest and best attributes of the human soul.

NEW EQUIPMENT

To meet the growing needs of our ever increasing student body some very important additions have been made to our equipment. The chemical laboratory has received some very important additions, and we are prepared to do the very best work possible. The Physical Laboratory has been enriched by the addition of some very costly appartus—microscopes, micrometer caliper, verier caliper, spherometer, elasticity of flexure, inclined plane, air thermometer, primary and secondary coil, electrolysis of water app. galvanometer, resistance box, sextant, jolly balance, torsion app. volt-ammeter and other necessary and important equipment.

The Domestic Science Department has been equipped with a new and modern acetylene heating plant, with individual gas burners, lockers, cabinets, tables and all necessary apparatus for doing first-class work in home economics.

The Music Department has received especial attention again this year. In addition to our new pianos purchased last year we have added a new Mason & Hamlin grand, especially designed for high-class concert work, and a new practice instrument.

The library has also been enlarged very materially during the past year by the addition of a large collection of valuable works on history, literature, science and education and a large number of old, rare volumes, which were received as a result of the federation of Kansas Christian College with Palmer. A large assortment of current magazines have also been placed on the tables, the gift of the A. L. S. Literary Society. Steps have been taken to provide about fifty volumes on education to meet the requirements of the state for the Teacher Training Courses, as well as a fine selection to meet the requirements of the students in Agriculture and Domestic Science.

NEW DEPARTMENTS

For several years there has been a constant demand for a wider range of work than we had been offering. To meet this demand we have added a Department of Domestic Science and Home Economics, a Department of Art, and a Department of Violin, and Band Instrument Music, with competent and skilled teachers for each department, and an adequate epuipment for each.

To all the old friends of the College and as many new ones as we can interest in our work we hereby present this brief statement of the courses, advantages and opportunities, together with a schedule of prices of tuition, fees and other expenses of the institution.

A CORNER OF THE LABORATORY.

Library
of the
University of Illinois

General Information

LOCATION

Palmer College is located at Albany, Missouri, the county seat of Gentry County. Few towns in the Middle West are better fitted as a suitable location for an educational institution. Few towns of its size have as much wealth and activity, or as little undue ostentation. The city is located fifty miles northeast of St. Joseph, on the main line of the Burlington railroad running from Des Moines and Chariton, Iowa, to St. Joseph, and connected with the main line of the Wabash from St. Louis to Omaha, by special hack line, which meets all trains at Evona, three miles south of Albany, and also connects with the Wabash at Darlington, four miles west, by the Burlington. Students coming from the north can reach Albany either by the Great Western railroad, connection at Conception to the Wabash, or by the St. Joseph and Creston line of the Burlington, connecting at Maryville with the Wabash, or via Omaha by the Wabash, or by the Burlington from Des Moines, via Osceola and Leon, Iowa. Those coming from the east can reach Albany via any connecting lines of the Burlington north, or from any connecting points on the Wabash, as Pattonsburg, Chillicothe and St. Louis. Those coming from the south may reach us via connecting points on the Wabash, or via Kansas City and St. Joseph over the Burlington. Those coming from the west will also reach us by Kansas City and St. Joseph by the Burlington.

No college town west of the Mississippi offers a more attractive atmosphere and location for families who wish to locate near some educational institution for the purpose of educating their children than presents itself in the home of Palmer College, Albany, Missouri. This strategic point was selected not only because it is so easily reached from all points, especially throughout Iowa, Kansas and Missouri, not because it stands practically in an unoccupied territory, as regards Christian colleges, but largely because of the merits of the city itself, as a suitable place to train young men and women for the responsible duties of life. Albany has neither the disadvantage of the large city nor the small town, and thus is an ideal college town. Its population is over 3,000, and composed of as substantial a class of citizens, with as little of the objectionable and undesirable elements as can be found in this section of the Mississippi Valley. Ample provision has been made for satisfying the different shades of belief and tastes in the Methodist Episcopal, North and South Churches, the Disciple or Church of Christ, two Baptist churches, and the College Church, or the Christian Church. The town points with pride to its finely equipped and well-stocked stores of merchandise of every description, dry goods, hardware, clothing, furniture, drugs, farm implements, notions, meat markets, groceries, lumber, etc., its two first-class hotels, flour mill, three good banks, a handsome court house, a splendid high school building and grade school property, an up-to-date telephone system, a fine Carnegie Library, and a large number of magnificent residences and homes. A salubrious climate, an intelligent, cultured, religious and hospitable community, a flourishing city with the most healthy college atmosphere invite the homeseeker, and challenge the attention of careful fathers and mothers, and considerate young men and women.

INFLUENCES

Albany, Missouri, lays claim to being one of the cleanest little cities in the Middle West. It is entirely free from saloons, and has been for a number of years. There is no possibility or probability of their returning, as at a recent election the temperance sentiment of the town carried the day by a vote of four to one in favor of a clean city. There is no foreign element in the town, and all the citizens are thoroughly in sympathy with the College. The school is distinctively a Christian institution, Christian in motive, atmosphere, purpose and aim, standing always, unreservedly and uncompromisingly for the highest type of Christian culture.

The institution is in no sense sectarian. No instruction is given, or requirement made in the interests of any one denomination. Every student is required to attend the chapel exercises, Sunday school and morning worship on Sunday, and the larger part of the students attend the young peoples' meetings, and Sunday evening services. All students are encouraged to attend the midweek prayer meetings, held in the churches, and all other religious gatherings. The whole atmosphere of the institution is characterized by the Christian spirit.

CONTROL

The College is controlled by the Christian Church, through a Board of Trustees, consisting of twenty members, elected by the Iowa State Christian Conference. The institution is not controlled by or related in any way to the religious body of people known as "Disciples of Christ," or "Church of Christ," sometimes called "The Christian Church."

BUILDINGS AND GROUNDS

The College is located on a beautiful campus of ten acres, on the crest of College Hill Addition, in the northeast quarter of the city. The campus, which can not be surpassed for natural beauty, rolls in every direction from the highest point in the center of the grounds. A traveler said: "It is the most beautiful college campus I ever saw." Artistically seated on the brow of College Hill is the large Administration Building, from which the beholder can look away for twenty miles over one of the prettiest stretches of country upon which the eye could feast.

There is one large building in which all the work of the school is conducted, thus insuring convenience and saving of time, providing ample room and facilities for taking care of present needs. The building is modern in all its appointments, equipped with steam heat, electric light, fire-hose protection on every floor, bath rooms, toilets and lavatories, hot and cold water on every floor—a complete water system throughout. The structure, built of first-class pressed brick, trimmed in stone, with three stories and a basement, with all good, strong, center walls, and a slate roof, is 125 feet long and 84 feet wide, with a large Auditorium 81 feet long by 43 feet wide.

The Auditorium will seat between five hundred and eight hundred people. The recitation rooms are all light and airy, seated with comfortable recitation seats. Through the building from the west entrance to the chapel door extends a wide corridor, well lighted and heated, and from the south entrance another wide corridor, extending to the main corridor and directly to the stairway. The President's office is immediately on the left of the south entrance, and the Dean's office is on the right. The property is valued at $100,000.

EQUIPMENT

The equipment of the College is adequate to all the needs of an undergraduate institution. We do not claim to do university work, and thus do not need the elaborate equipment necessary for such work. The Library is located in the northwest room on the first floor, and is supplied with a good selection of such reference books as are needed. The professors and the President have their private libraries in their respective rooms, and students have access to these, under certain regulations. There is also a fine Carnegie Library in the city, to which the students have access at all times.

The Music Department ranks second to none in the Middle West. The instruments are all new and of standard make. A new Mason & Hamlin grand piano has recently been installed on the Auditorium platform for special concert work, and for the use of the voice instructor. All the practice pianos are new and are kept in first-class condition. Both the Piano and Violin studios are fitted for the special purpose, lighted by electricity and heated with steam.

The Laboratories have been furnished with new and up-to-date cabinets, lockers and equipped with electric light and an up-to-date water system and sewerage. All the latest apparatus has been provided, and an adequate supply of chemicals are always at the command of the student and teacher, thus making possible the very best work. The large supply of new apparatus for the Physical Laboratory has added to the attractiveness and efficiency of this department. Large and commodious rooms on the south side of the building in the basement have been fitted up for this work. They are well lighted with large windows and can be thoroughly ventilated at all times.

Federation With Kansas Christian College.

For a number of years there has been a desire on the part of our educational leaders to consolidate our schools west of the Mississippi River. A step was taken in this direction, when Palmer College was moved from Le Grand, Iowa, to Albany, Mo. At the meeting of the Board of Trustees of Kansas Christian College at Lincoln, Kan., April 12, 1913, the following articles of Agreement and Federation were entered into and approved, and later approved by the Board of Trustees of Palmer College:

"This Contract and Agreement, entered into this 12th day of April, 1913, by and between the Board of Trustees of Kansas State Christian Conference, party of the first part, and the Board of Trustees of Palmer College, Albany, Missouri, party of the second part, witnesseth:

That it is agreed and understood that the said Board of Trustees of the Kansas State Christian Conference, party of the first part, under this proposed Federation and Agreement, shall retain all title to such funds, investments and properties as are involved in this Federation and Contract; but that all net income or interest accruing from such funds, investments, etc., shall pass into the current expense fund account of said Palmer College, but that such fund shall be set apart and used exclusively as a Special Scholarship Fund for the assistance of students coming from the Kansas State Christian Conference.

It is furthermore agreed and understood that the management of said Palmer College shall be free to enter the field and work among the churches of said Kansas State Christian Conference in the solicitation of students and creating sentiment for our Educational work, and in such other ways as shall further the interests of our Zion.

In consideration of the above conditions fulfilled on the part of the Board of Trustees of the Kansas State Christian Conference, then it is agreed and understood that said Board of Trustees of Palmer College, party of the second part to this contract, shall grant to such students coming from the churches of Kansas the privileges provided by such scholarships as may be provided for by said Board of Trustees of Kansas Christian Conference.

That said Board of Trustees of Palmer College, party of the second part to this contract, shall, in good faith, give the State of Kansas a place and representation on said Board of Trustees of Palmer College such representation, to consist of five members or one-third of the full Board. If the membership should be enlarged later said Kansas representation to be elected by the Kansas State Christian Conference from among the members of the Board of Trustees of the Kansas State Christian Conference.

It is agreed and understood that the provisions of this contract shall become operative and in force as soon as approved by the Kansas State Christian Conference and the Board of Trustees of Palmer College, party of the second part.

In testimony whereof, we have hereunto subscribed our names this 12th day of April, 1913.

H. E. WARREN,
M. D. WEBBER,
N. A. HEADRICK,
C. C. HENDERICKSON,
C. W. ROE,
C. E. HUFF,
J. C. BLOYD,
E. A. WATKINS, Secretary.

Board of Trustees of Palmer College.

Approved by Kansas C. C., April 12, 1913, and Board of Trustees of Palmer College, June 3, 1913.

Commercial Department

The Commercial Department is fitted with all necessary apparatus for doing the work in the courses offered. Desks, tables, typewriters and such other accessories as will add to the efficiency of the department have been provided.

The College owns and operates its own printing plant, which enables the institution to provide all necessary printed matter at the minimum expense, and at the same time provide some helpful employment for needy students.

Regular literary society work is done by the students, under the supervision of a member of the faculty. A program is given each Friday evening. A large hall has been fitted up on the third floor for this purpose. Every student is encouraged to unite with the society, and proper recognition is given for all work faithfully done.

For the work in Domestic Science the large basement room under the Auditorium has been equipped and fitted. Ample provision has been made for a large class, and the department is fast growing one of the most popular in the institution. The room is lighted with electric lights and heated with steam, and is well ventilated with large windows, which makes it cheerful and home-like.

A one-year course in Agriculture will be offered in 1914-1915. The College owns a large tract of ground extending east from the campus, a part of which is available for experimental purposes. The course has been organized so as to meet all the requirements of the state and is designed especially to meet the needs of farmer boys and girls who desire a practical knowledge of the science of agriculture, and the public school teachers who desire to teach it.

Lecture Course

The College conducts a good, strong lecture course each year. During the year 1913-14 the Wooden Orchestra, the Adams-Darnell Concert Company, the Ernest Gamble Concert Company, Frank H. Travers, Robert O. Bowman and Dr. Henry Black Burns were the numbers of the course. The students of 1914-15 will be favored with an opportunity to hear four of the best numbers we have ever given.

We have secured the services for one night of one of the world's greatest Violinists, Ax Skovgaard, a graduate of the Berlin Conservatory, who has played before the crowned heads of Europe, and has appeared as soloist at the Royal Berlin Academy a number of times. Prof. Skovgaard plays one of the most valuable Stradavaris violins in existence. The instrument is valued at $13,000.

The second number of the course will be given by the Palmer Lyceum Quintette, a strictly high-class musical organization, which has been before the public for years.

Two very strong lecturers have been secured, both of national reputation—Prof. Clarence Wassen, Ph. D., head of the Department of Sociology of the Iowa State University, one of the leading and foremost young educators of the day, and a man with a message.

Aaron S. Watkins, LL. D., lawyer, minister, educator, orator and humorist, and a man of national reputation, will give one of the numbers. He is a keen, logical thinker, a strong, direct and forceful orator. His lecture on "Fools and Failures" has never failed to please and delight.

The course will close with a strong concert by the Music Department of the College.

Courses for which we are Seeking Approval by the State

1. PALMER COLLEGE ACADEMY

Efforts were made to revise the courses and readjust the equipment to meet the requirements of the state for approval in 1913-14, but we found it impossible to make the necessary adjustments in so short a time.

But beginning with the opening of the 1914-15 session every requirement will have been met and all needed equipment will have been purchased, with the end in view of having Palmer College Academy "accredited" by the state. The teaching force has been materially strengthened, and when they have been formally approved by the state, after the opening of the First Semester, the Academy will be placed upon the regular "accredited" list of approved secondary schools of Missouri.

2. TEACHER TRAINING COURSE

Provision is also made for having the Teacher Training Course approved at the opening of the First Semester. All necessary equipment has been purchased and a specialist in education has been employed to take charge of the work.

The law of 1913 provides for Teacher Training Courses in the eleventh and twelfth years of the High School, and the law also provides that private and denominational schools be eligible to the provisions of the act.

Section 7, Revised Statutes—"A certificate of graduation from the teacher training course provided for in this act shall be issued by the state superintendent of public schools, and shall be a valid license to teach in any public elementary or rural school in any county of the state for a term of two years on registration with the superintendent of schools of the county in which the applicant is employed to teach. After thirty-two weeks of successful experience and one term's successful work in a state normal school, in the State University, or in any standard college or university, any person holding a teacher training certificate, issued under the provisions of this act, shall receive a first grade county certificate."

PRESIDENT'S OFFICE.

LIBRARY
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UNIVERSITY OF ILLINOIS

Lectures and Entertainments

Chapel exercises are conducted three times per week, on Monday, Wednesday and Friday, at which time some member of the faculty conducts a devotional exercise, or gives a lecture on some religious or moral problem. The pastors of the churches of Albany are often asked to speak to the student body in these meetings. Representative men stopping in the city are often invited to give addresses to the young men and women upon the various topics of general interest.

The College conducts a regular Lecture Course each year, giving the students an opportunity to hear some of the best talent on the American Lyceum platform. The Music and Expression Departments give a number of free recitals and entertainments during the year, which are open to all students.

Room and Board

Ample provision has been made for rooming and boarding the students by the management of the College and the citizens of Albany. There are a limited number of dormitory rooms on the third floor of the Administration Building, which are used by the girls. The citizens of Albany have built homes which are large and commodious, and are prepared to room the College students. Rooms convenient to the College can be had at from 50 cents to $1 per week. Students will furnish their own linen, oil, towels, soap, and such other articles as will add convenience and comfort.

The College students operate a Boarding Club, in the College Dining room, in the basement, under the supervision and direction of the President of the institution. Here students and teachers secure their board at the lowest rates.

OPPORTUNITIES FOR SELF-SUPPORT

The College gives every possible encouragement to young men and women, who are entirely dependent upon their own efforts for their expenses. There is but little excuse, in this age, for any young person with good health failing to secure a good education. Very seldom has a good student with good character, regular habits, etc., been compelled to leave college because of a lack of means. Many students pay a part and some pay all their expenses by working around the College and about the city at such tasks as are available. There are always a limited number of opportunities for employment during spare hours, including Saturdays, in the offices, stores, places of business, and in homes, firing furnaces, cutting wood, mowing lawns, caring for the stable, and the many other tasks that are always open to the energetic and industrious student. While the management does not guarantee any positions of this kind every effort will be made to encourage students who desire to pay a part of their expenses in this honorable way. The student who has the right kind of ambition always finds the job he needs.

SCHOLARSHIPS

Palmer College offers a scholarship to each of the graduating classes in the high schools of Gentry County, which conduct three or four year courses; to the high schools of the following cities: Bethany, Grant City, King City, Stanberry, Pattonsburg, McFall, New

Hampton, Union Star and Mount Ayr. A scholarship is also offered to each of the Iowa conferences and the North Missouri Conference.

The high school scholarships are awarded on the basis of character and scholarship to the best student of the graduating class, providing his rank in scholarship is based on at least a general average of not less than 90 per cent. Such scholarship is to be awarded only to students of good habits, who are free from the use of tobacco in any form, and other questionable practices, with a clear record during the course.

The conference scholarships are to be awarded to young men and women who by a vote of the conference have gained the prize for the most active Christian work during the year. This offer is not made to students already in the College, but to induce the attendance of students from the churches.

The scholarship is good for one year only, and exempts the holder from the payment of tuition, but not from incidental, registration, laboratory and other fees.

The student forfeits the scholarship if he fails to maintain a satisfactory standing in class work and general deportment.

The College reserves the right to reject students who have been awarded scholarships, when, in the judgment of the management, the required standards have not been reached.

PRIZES

The President of the College offers a gold medal to the young man or woman who wins the Oratorical Contest, to be held during Commencement Week. Only members of the Literary Society are eligible to compete for this prize, and only students making good records in scholarship and deportment may compete for the prize. The orations must not exceed 1,500 words, and must be submitted to the faculty at least three weeks before Commencement.

The Literary Society offers a prize of $10 to the student winning the society contest for the best original composition of not more than 2,500 words, to be awarded on the second Friday night of the Spring Term. The same conditions apply to contestants for this prize as for the oratorical contest.

The Music Department offers a gold medal, known as the "Garret, Bishop Medal," for the highest standard work in piano music, to be warded by a special committee appointed for the purpose.

REGULATIONS

The government of the College is conducted by the President and Faculty, under the authority and with the co-operation of the Board of Trustees. Good discipline is fundamental to the very existence of a good college. There can be no intellectual, moral, nor spiritual development without it. The institution seeks to maintain high standards of regulation and discipline by placing such restraints about the students as are for their best interests, as well as that of the school. The College assumes the student to be truthful and honorable until his conduct proves otherwise.

The act of registration is an acknowledgment on the part of the student that he is willing to obey the rules of the College. Parents send their children to such institutions, that they may develope into honorable men and women. Character is to be the goal always, and numbers a secondary consideration. This end will always be kept before the student by the Faculty, and to accomplish this object there must be a wholesome moral and religious sentiment among all the students. Therefore, when any student, by continued neglect of duty, ceases to receive benefit from his or her connection with the College, and by precept and example injures others, he will be asked to sever his connection with the institution, and his parent or guardian will be asked to remove him. Some of the more important regulations are given below. Such additional provision for student government will be made from time to time as the conditions and necessity demand.

Students are under College discipline from the time they register until regularly dismissed.

Unless otherwise stated it is assumed that the students enter for the entire school year.

Morning chapel exercises are an essential part of the College course. Every pupil is required to attend, unless especially excused.

Resident and boarding students alike are amenable to College authority, whenever any deportment reflects discredit upon the institution, regardless of whether parents give their consent or not.

Dancing, card playing and other questionable amusements dissipate the student's energies and can not be indulged, without a serious waste of time, and thus can not be allowed.

The use of tobacco, in any form, is positively forbidden.

The use of intoxicants in any form, or the aiding of others to such, severs the student's connection with the College.

Students are forbidden to have firearms of any kind in their possession.

Every student is expected to select some church and attend Sunday school and morning worship, Christian Endeavor and evening worship regularly. Students coming from Christian Churches will be required to worship with the College Congregation.

No person will be admitted to any class until the College records show him entitled to such membership.

No organization, club or society can be formed without the consent of the Faculty.

Quiet must be maintained in the halls, at the entrance doors and about the building, and no loitering or loud talking will be allowed.

Young women are allowed to receive calls from young men only in the parlors of the homes in which they room, or the students' parlor at the College.

No cooking will be allowed in any rooms of the building, except in the places provided for the same, unless by special permission of the President.

Students will not be allowed the use of typewriters or pianos, unless proper arrangements are made for the rental of the same, or by special permission of those in authority.

All evening programs and entertainments close at 10 o'clock. The lights will be turned off at 9:45 all week-day evenings, except when there are entertainments, socials, or some gathering of the student body.

Students are not allowed to loiter about the business places or postoffice during study hours, and boarding students must secure per-

mission from the President, Dean, or Lady Principal whenever it is necessary to go down town during study hours.

The College postoffice box is private property, and no one will be allowed to open the box or carry mail, except those given such authority by the president.

Students are not allowed to congregate in each others' rooms or visit each other without permission from some member of the Faculty.

All college books are sold by the College book man. All books must be settled for before they are taken from the shelves.

Students are responsible for any damage done the college property or equipment, and for breakage while in charge of equipment. Janitors will be held responsible for all losses caused by carelessness or neglect. No grades will be given until all such bills are adjusted. No grades will be given until all tuition and other fees are paid.

RECITATION, STUDY AND RECREATION HOURS

Study hours: From 7 a. m. to 12 m., and from 1 p. m. to 4 p. m.

Night study hours begin at 6:45 and continue until students retire for the night.

Recitations begin at 7:45 a. m. and continue until 12 m., and from 1 p. m. to 4 p. m.

Recreation hours: From 12 noon to 1 p. m., and from 4 p. m. to 6 p. m.

SOCIAL HOURS

Social hours from 7 p. m. to 9:45 p. m. on Friday night to those attending the Literary Society meeting.

From 3 p. m. to 5:30 p. m. on Saturday and Sunday afternoons, with permission to attend church services on Sunday evening, returning immediately to the room at the close of the service. Any abuse of these privileges will forfeit them to the student offending.

CLASS REGULATIONS

A daily record is kept of each pupil's attendance and class work. Tests are held at stated periods during the term. Final examinations are given at the end of the term. The general average, based on all these points, will determine the term grade.

Class sessions are 45 minutes long. Every unexcused absence from chapel or class sessions is counted as a mark toward the ten making a demerit.

Students making a general average of 75 per cent for the term will be passed. No record will be made of anything below this. Class work will count for two-thirds in making up the grade.

DEMERITS

Demerits are given for unexcused absence from class, chapel exercise, or any required work of the College, and for violation of rules and regulations for the government of the school. Ten demerit markings constitute one demerit. A demerit takes 5 per cent from all the grades made by the student during the term. Three demerits sever the student's connection with the school.

SUGGESTIONS

On arriving in Albany come direct to the College office before making any arrangements for board or room. Leave baggage at railroad station until room and board have been secured.

Plan to arrive in ample time to make all arrangements, and be ready for the first class session of the term.

If students are coming from another college bring letters of honorable dismissal and such grades and credits as may have been won.

If coming from high schools bring certificates of standing, giving grades, number of hours' work done, and record of deportment.

The institution seeks to have a select body of students, and is anxious to have only those who are honest and upright, and deeply in earnest.

Funds to meet incidental expenses should be deposited at once in one of the banks. No money can be advanced to students, nor articles purchased for them unless deposits are made for this purpose.

A "UNIT" DEFINED

The work of the Academy is based upon the "Unit" system. A "Unit" means a subject of study pursued through a session of thirty-six weeks, recitation periods being not less than forty-five minutes in length, and class sessions being held not less than five times per week, provided that credit for but one unit shall be given where classes occupy two periods, as Agriculture, Domestic Science, etc. On an average a full year's course should represent four units of work, or four studies pursued throughout the year.

REQUIRED HOURS

To obtain a Bachelor of Arts Degree it is necessary to complete a course averaging 16 hours per week throughout 4 years, making a total of one hundred and twenty-eight (128) hours. One recitation of forty-five (45) minutes per day, being the equivalent of "Four (4) hours" work. Twenty recitations per week for one semester are thus called "16 hours." Since there are two semesters in the regular college year, thirty-two (32) hours would thus be earned in a year.

No student can receive a bachelor's degree unless he has been a regular registered student and in attendance for a period of at least two semesters and earned at least thirty (30) hours of credit.

SPECIAL NOTICE

Special attention is called to the calendar page. We have arranged the work of the year, based on the semester plan, and then, to accommodate those who can come only for the winter months, we have arranged for a Winter Semester, beginning December 1st, and continuing through the winter until March 20, instead of the usual short winter term, beginning after the Christmas vacation.

In this Winter Semester we shall offer classes in preparatory work in commercial and normal studies, music and a short course in initial agriculture.

DEGREES CONFERRED

The general policy of the College is to confer honorary degrees only in rare instances.

Scholastic degrees are conferred only upon those completing the full 4-year Collegiate course as outlined in this catalogue.

The College offers three courses, leading to the Bachelor of Arts Degree, in Literature, Science and Education attested by a suitable diploma.

Diplomas are given for a complete course in The Academy, Piano, Voice, or Expression, but no degree will be conferred.

Certificates will be issued for the completion of the shorter courses in Commerce, Domestic Science and Art, Teacher's Piano Course, 3-year Biblical Course, and 2-year Teacher's Course.

GROUPS OF STUDENTS.

OF THE
UNIVERSITY OF ILLINOIS

COLLEGIATE DEPARTMENT

Collegiate Department

REQUIREMENTS FOR ADMISSION

Fifteen units of preparatory or academic work are required for admission to the Freshman Class of the College. Admission to the Freshman Class is subject to the Fall Term probation. Students seeking such admission should be able to present a certified statement from the superintendent or principal of the high school or academy from which they come, giving the subjects pursued, the number of hours of recitation, the total number of hours in each subject for the year, the amount of laboratory work in each subject, and the name of texts used.

Students who are deficient in requirements can find suitable classes in our Academy or Preparatory School for removing the conditions.

Candidates for admission who are unable to present acceptable certificates covering entrance requirements may gain entrance credit by passing examination in each subject for which he or she has not been certified.

The following subjects must be offered, without conditions, for college entrance:

English, 3 units.
Mathematics, 3 units.
Foreign Language, 2 units.
Science, 1 unit.
History, 1 unit.
Electives from which the other five units may be chosen:
Modern Language, 2 units.
History, 1 unit.
Science, 1 unit.
English, 1 unit.
Bookkeeping, 1 unit.
Domestic Science and Art, 1 unit.
Manual Training, 1 unit.
Agriculture, 1 unit.
Commercial Geography, 1 unit.
Music, 1 unit.
Physiography, 1 unit.

OUTLINE OF ENTRANCE REQUIREMENTS

ENGLISH

Three units in English must be offered:

1. One unit in Rhetoric and Composition.
2. One unit in English and American Literature.
3. One unit in English Classics.

The Classics prescribed must be selected from the following groups:

I. For study and practice: Shakespeare's "Macbeth;" Milton's "Lycidus, Comus, L'Allegro," and "Il Penseroso;" Burke's "Speech on Conciliation," or Washington's "Farewell Address," and Webster's "First Bunker Hill Oration;" Macaulay's "Life of Johnson," or Carlyle's "Essay on Burns."

II. For Reading:

Group 1. (Two to be selected): Shakespeare's "As You Like It;" "Henry V;" "Julius Ceasar;" "The Merchant of Venice;" "Twelfth Night."

Group 2. (One to be selected): Bacon's "Essays;" Bunyan's "Pilgrim's Progress," Part I; Additionson's "Sir Roger de Coverly Papers;" Franklin's "Autobiography."

Group 3. (One to be selected): Chaucer's "Prologue;" Spenser's "Faerie Kueene" (selections); Pope's "The Rape of the Lock;" Goldsmith's "The Deserted Village;" Palgrave's "Golden Treasury" (First Series), Books II and III, with especial attention to Dryden, Collins, Gray, Cowper and Burns.

Group 4. (Two to be selected): Goldsmith's "The Vicar of Wakefield;" Scott's "Ivanhoe;" Scott's "Quentin Durward;" Hawthorne's "House of Seven Gables;" Thackeray's "Henry Esmond;" Mrs. Gaskell's "Cranford;" Dicken's "A Tale of Two Cities;" George Eliot's "Silas Marner;" Blackmore's "Lorna Doone."

Group 5. (Two to be selected): Irving's "Sketch Book" (selections); Lamb's "Essays of Elia;" DeQuincy's "Joan of Arc" and "The English Mail Coach;" Carlyle's "Heroes and Hero Worship;" Emerson's "Essays" (selected); Ruskin's "Sesame and Lilies."

Group 6. (Two to be selected): Coleridge's "The Ancient Mariner;" Scott's "The Lady of the Lake;" Byron's "Mazeppa" and "The Prisoner of Chillon;" Palgrave's "Golden Treasury" (First Series), Book IV, with special attention to Wordsworth, Keats and Shelley; Macaulay's "Lays of Ancient Rome;" Poe's "Poems;" Lowell's "The Vision of Sir Launfal;" Arnold's "Sohrab and Rustum;" Longfellow's "The Courtship of Miles Standish;" Tennyson's "Lancelot and Elaine," "The Passing of Arthur, Gareth and Lynette;" Browning's "Cavalier Tunes," the "Lost Leader," "How They Brought the Good News from Ghent to Aix," "Evelyn Hope," "Home Thoughts from Abroad, "Home Thoughts from the Sea," "Incident of the French Camp," "The Boy and the Angel."

MATHEMATICS

Three units required .

1. A thorough knowledge of elementary algebra through simple quadratics. One unit.

2. Plane Geometry. A full year must be spent in some standard text. A part of the year should be spent upon the applications of Algebra to Geometry, and of Geometry to Algebra.

3. One half year should be spent in the study of Algebra, after the work in Elementary Algebra and Geometry, completing the text beyond progressions. One-half unit.

4. Solid Geometry should cover a full half year's work, in order to be acceptable. One-half unit.

LATIN.

Four units in Latin must be offered for entrance to Classical Course.

1. The work included in some standard first Latin book.

2. Four Books of Caesar's Gallic War composition at least one-fifth of the periods.

3. Cicero, six orations, including the Manilian law, with prose composition based on the text.

4. Vergil, six books of the Aeneid, with prosody.

GREEK

Students may offer two units of Greek as follows:

1. Elementary Greek, including the work offered in some standard text. One unit.

2. Xenophon: Anabasis. Books I—IV, with exercises in composition based on the text. One unit.

GERMAN

For entrance to either the course in Science or Education, two units in German may be offered.

1. A careful study of some standard text, including the elementary and essential principles of the language, with the reading of seventy-five to one hundred and twenty-five pages of easy prose. One unit.

2. Prose composition and grammar; the reading of two hundred to two hundred and fifty pages of literature in the form of easy stories and plays. One unit.

FRENCH

Two units of French may be offered for entrance to the Science or Education courses.

1. A careful study of essentials of grammar as found in some standard text: reading of one hundred to one hundred and fifty pages of easy prose. One unit.

2. Prose composition and grammar; reading of two hundred to three hundred pages of easy stories and plays. One unit.

HISTORY

One unit of Ancient History is required for entrance to any of the three courses offered. Two additional units selected from those outlined below may be offered for entrance.

1. General History: A course based on some standard text covering a full year's work, including at least Medaeval and Modern History. One unit.

2. American History: Course accepted when based on some standard text, covering a full year's work, with supplemental reading, and notes taken from original sources. One unit.

3. English History: Course accepted when based on Montgomery's text or other standard text of equal scope. Must include a full year's work. One unit.

SCIENCE

For the required unit in Science chemistry must be offered for the Science Course. For the Classical and Education Courses any one of

the following may be elected. Students pursuing the Science Course should elect physics.

1. Chemistry with laboratory work. One unit.
2. Physics with laboratory work. One unit.
3. Botany with laboratory work. One unit.
4. Physiology with laboratory work. One unit.
5. Physiography with laboratory work. One unit.
6. Zoology with laboratory work. One unit.
7. Commercial Geography with laboratory work. One unit.
8. Music. One unit.

REQUIREMENTS FOR BACHELOR OF ARTS DEGREE (A. B.)

In Literature. (Classical Course), 128 hours required, of which 64 hours are elective.

FRESHMAN

Latin I. (4) Semester Hours.
Greek I. (4) Semester Hours.
English I. (4) Semester Hours.
Mathematics, 1a College Algebra; 1b, Trigonometry. (4) Semester Hours.

SOPHOMORE

Greek II. (4) Semester Hours.
English II. (4) Semester Hours.
History I. (4) Semester Hours.
Chemistry I. (4) Semester Hours.
Or Biology I. (4) Semester Hours.

JUNIOR ELECTIVES

Thirty-two (32) hours must be elected from the following:
English Bible I, Required. (4) Semester Hours.
Psychology I. (4) Semester Hours.
Geology. (3) Semester Hours.
Astronomy. (2) Semester Hours.
English III. (4) Semester Hours.
Sociology I. (3) Semester Hours.
University Physics I. (4) Semester Hours.
Mathematics II. (4) Semester Hours.
Oratory I. (2) Hours.
Greek III. (4) Semester Hours.

SENIOR ELECTIVES

Philosophy I. (4) Semester Hours.
Logic and Ethics I. (4) Semester Hours.
Political Economy I. (4) Semester Hours.
English IV. (4) Semester Hours.
History of United States, Advanced, I. (4) Semester Hours.
Educational Psychology I. (4) Semester hours.

REQUIREMENTS FOR BACHELOR OF ARTS DEGREE (A. B.) IN SCIENCE

(Scientific Course.)

Absolute Requirements

FRESHMAN

Chemistry I. (4) Semester Hours.
English I. (4) Semester Hours.
Zoology I. (4) Semester Hours.
Mathematics I.
1a College Algebra
1b Trigonometry } (4) Semester Hours.

SOPHOMORE

Mathematics II. Calculus. (4) Semester Hours.
History I. (4) Semester Hours.
English II. (4) Semester Hours.
Biology I. (4) Semester Hours.

JUNIOR ELECTIVES

University Physics I. (4) Semester Hours.
English Bible (Required) I. (4) Semester Hours.
Psychology I. (4) Semester Hours.
Geology I. (3) Semester Hours.
Sociology I. (4) Semester Hours.
Astromony I. (2) Semester Hours.
English III. (4) Semester Hours.
Chemistry I. (4) Semester Hours.
Greek III. (4) Semester Hours.

SENIOR ELECTIVES

Logic and Ethics I. (4) Semester Hours.
English IV. (4) Semester Hours.
History of Civilization I. (4) Semester Hours.
Economics I. (4) Semester Hours.
Philosophy I. (4) Semester Hours.
Constitutional History of U. S. I. (4) Semester Hours.
Christian Evidences I. (4) Semester Hours.
Comparative Religions I. (4) Semester Hours.

DESCRIPTION OF COURSES OF INSTRUCTION IN COLLEGIATE DEPARTMENT

MATHEMATICS

The importance of developing the reasoning powers is ever before the teacher of this department. The strengthening of the memory may be accomplished in other departments, where there is ample opportunity for committing the work, but here the memorizing of rules,

formulas and propositions is reduced to a minimum, and is required only where it is deemed necessary for the mastery of the subject.

Ia. College Algebra: Selected portions of the subject and elementary theory of equations:

Hawke's Advanced Algebra. Fall Semester; 4 hours.

Ib. Trigonometry: Lyman and Goddard's Plane and Spherical Trigonometry:

Spring Semester; 4 hours.

I. Analytic Geometry: The straight line, the conic sections, and discussion of the general equation of the second degree.

Fall Semester; 4 hours.

I. Calculus: Differential and Integral, with applications to Geometry and to Mechanics:

Granville's Differential and Integral Calculus. Fall and Spring Semester; 4 hours.

I. Surveying: Field work emphasized and complete notes required:

Spring Semester; 4 hours.

ENGLISH LANGUAGE AND LITERATURE

I. College Rhetoric: A careful review of the fundamental principles of composition and rhetoric, including advanced work in Description, Narration, Exposition, Argumentation and Persuasion, coordinated with daily recitations, lectures and frequent original written exercises. Required of all Freshmen. Fall and Spring Semesters; 4 hours.

II. Nineteenth Century Literature: A study of the leading writers and movements of the century. Selections from Cowper, Coleridge, Gray, Burns, Goldsmith, Shelley, Keats, Byron, Wordsworth, Tennyson and Browning are studied and discussed in class. Collateral reading from the leading prose writers will be required. Outlines and original work required. Fall and Spring Semester; 4 hours.

III. Oratory: A companion course to that of the School of Expression:

Texts: Sear's History of Oratory, Webster's Bunker Hill Oration, Lincoln's Gettysburg speech, selections. Orations written and delivered.

III. Debate: A study striving after logical analysis of thought and arrangement:

Texts: Foster's Argumentation and Debating; Webster's Reply to Hayne, Burke on Conciliation. Selections. Written and Extemporaneous Debates required.

III. The Essay: An investigation of the purpose and style of the essay:

Lamb's Essays of Elia, Emerson's, Macaulay's, Francis Bacon's Essays. Outlines and original productions required. Fall and Spring Semesters; 4 hours.

IV. Journalism and Authorship:

I. The Newspaper.
II. The Magazine.
III. Book Making.

An anaylsis of the Spirit and Task of the Writer, both as an index to and a Molder of public sentiment:

Texts: Journalism in the United States (Hudson), The American Newspaper (Rogers), the Making of a Journalist (Ralph), The Art of Newspaper Making (Dana).

Current selections, outlines and original productions on assigned topics. Fall and Spring Semesters; 4 hours.

The following may be elected in senior years:

IV. Historical English: A study in the development of the English Language and Literature, including a careful analysis of the earliest forms, and tracing the growth of the language through the different developmental periods, from the Anglo-Saxon to present. Twentieth century writing. Essays, reviews, and lectures. Fall and Spring Semesters; 4 hours.

IV. Literary Criticism: A study in the fundamental principles governing the productions of the various representative authors in the different periods of literature. Reviews, tests, and essay work required. Spring Semester; 4 hours.

ENGLISH BIBLE

I. English Bible: A course complementary and consecutive to English Bible I, in Academic Course, which preliminary course should be taken before this advanced work is attempted. The object of the course is to lead the student to an intelligent and sympathetic appreciation of the literature, history, and fundamental moral ideals of the Old and New Testaments. Required of all students taking a degree. Original outlines, required. Fall and Spring Semesters; 4 hours.

LATIN LANGUAGE AND LITERATURE

Prerequisite, three entrance units in Latin:

I. a—Livy: Translations and contemporaneous history notes: Book XXI and Prose Composition.

I. b—Horace: Selections from Odes and Epodes and Principles of Latin Poetics:

I. c—Tacitus: Agricola and Germania and notes on the ancient Germans in their relation to civilization:

Fall and Spring Semesters; 4 hours.

II. Elective: Latin Comedy, Pliny the Younger, and Annals of Tacitus or Plautus:

Throughout the year; 4 hours.

GRECIAN LANGUAGE AND LITERATURE

Greek is a required subject in the course, leading to the degree of A. B. in Literature (Classical Course), and may be elected in the course leading to A. B. in Science (Scientific Course).

Greek I. **Beginning Greek:** A study of vocabulary, declensions, conjugations and grammar. White's First Greek Book; Xenophon's Anabasis, Book I. Throughout the year. (4) Hours.

Greek II. I. **Xenophon** First Semester, Xenophon's Anabasis, Book II.—IV.; review of the grammar; prose composition and sight reading; (4) hours.

II. Homer: Second Semester. Homer's Illiad, Books I-III; sight reading, prose composition, and introduction to study of meter and mythology; (4) hours.

Greek III. **New Testament:** A careful study of the various books of the New Testament, including the Epistles to the Romans, Ephesians, and Phillipians. Throughout the year. Elective. (4) hours.

Modern Languages

GERMAN

I. German: Classics and literature:
Lessing's Mina von Barnheim, Schiller's Maria Stuart, or some other texts of equal length and difficulty.

The German Novelle: A careful study of some representative German novels:
Freytag's Soll and Haben, Scheffel's Ekkehard, or some other texts of equal rank.

German Lyric: A study of the lyrics of Goethe, Schiller, Heine and Uhland:
Fall and Spring Semesters; 4 hours.

II. Schiller: Study of the life and works of Schiller.
..**Goethe:** Study of the life and works of Goethe.
Lessing: Study of the life and works of Lessing:
Fall and Spring Semesters; 4 hours.

FRENCH

I. First Year: Grammar and elementary composition:
Fraser and Squair's French Grammar. Oral practice and easy conversation.

First Year: Grammar and composition. Introduction to easy prose.

First Year: Grammar and composition, with various selections of prose reading matter: Fall and Spring Semester; 4 hours.

II. Elective: In Junior year of Scientific and Teacher's Course: Throughout the year; 4 hours.

SPANISH

I. Spanish: An elective Course in both Practical and Classical Spanish.
Text: Ramsey's Grammar, Selections and current Spanish literature.

HISTORY, ECONOMICS AND SOCIAL SCIENCE

1. History:—a. Medaeval and Modern Europe; a study of civilization in Western Europe and the developments of nations, to the Congress of Vienna. Text, Robinson's History of Western Europe, or some other text equally comprehensive in its scope. Constructive outlines and collateral readings required. Fall Semester; 4 hours.

b. History of Europe in the Nineteenth Century. International Development and research in Nation Building, tracing the various political movements and reforms from the Congress of Vienna to the present. Collateral readings and original outlines required. Spring Semester; 4 hours.

I. Economics: A year's work given to the study of enonomic theory, based on Seiger's text, supplemented by lectures, collateral readings, and class reports; 4 hours.

I. Sociology: A study in the problems of correction and cure of the defective and delinquent, the causes of poverty and its remedy, and the theory of social regeneration. Spring Semester; 4 hours.

I. Church History: A thorough survey of ecclesiastical history in its relation to civilization, based on Fisher's or some text of equal scope. Constructive outlines and collateral reading, tests and reviews. Throughout the year; 4 hours.

PHILOSOPHY AND NORMATIVE SCIENCE

I. **Psychology:** A comprehensive study of the phenomena of consciousness, sensation, images, attention, association, memory, etc., based on the latest and best texts that have been published upon the subject. Laboratory work will be required. Instruction is given by textbook, lectures, and experiments. Throughout the year; 4 hours.

I. **Logic and Ethics:** A course in constructive thinking and properly related expression of thought. Careful attention is given to propositions, syllogisms, and the inductive methods of science and a critical examination of the nature of judgment and inference. Instruction from textbook, by lectures and exercises in the detection of fallacies.

I. **Logic and Ethics.** A course designed to acquaint the student with the best standards of rightdoing. A brief history of the subject is given, followed by a careful study of ethical theory. Throughout the year; 4 hours.

I. **Philosophy:** An introductory course, outlining the history of philosophic thought, giving a brief statement of the contributions made by the thinkers of the different periods, introducing the student to the main theme of philosophic thought and teaching him how to approach any of its problems. Fullerton's and Roger's texts. Throughout the year; 4 hours.

SCIENCE

I. **Chemistry:** Quantitative Analysis. A study in the methods employed in gravimetric analysis, with practice in analyzing various mineral compounds, and a careful study of the reactions involved. Throughout the year. Class work, co-ordinated with laboratory practice; 4 hours.

I. **Physics:** Advanced mechanics, sound, heat, light, magnetism, and electricity will be studied, both from a theoretical and a practical standpoint. Throughout the year; instruction by recitation, lectures, and laboratory work; 4 hours.

1. **Zoology:** A study of representatives of lower groups, tracing the advance shown in structure and function, including a careful study of the anatomy, life history, habits and distribution of the higher invertebrates. Class work, lectures, and laboratory study. Throughout the year; 4 hours.

I. **Biology:** A course in the general principles and concepts of the life processes, including a careful study of structure and properties of living matter. Class discussions, lectures, and laboratory work. Throughout the year; 4 hours.

I. **Astronomy:** A short course in descriptive astronomy, introducing the student to the more general subject. Throughout the year; 2 hours.

I. **Geology:** A careful study of the processes involved and a description of the agents concerned in the modification of land surfaces, such as weathering, erosion, sedimentation, rock formation, and the multiplied forms of earth structure, including a thorough study of nature and arrangement of the materials of the earth's crust, folding metamorphism, earthquake, phenomena and mineral veins and ore deposits. The student is made familiar with history of formation of the earth, as is shown by the study of the successive rock strata and the varied life story of river, lake, and sea. Throughout the year; 3 hours.

FRONT VIEW IN SUMMER TIME.

DEPARTMENT OF EDUCATION

Department of Education

INTRODUCTORY

There is no greater need in the public schools of our time than well-trained teachers. The demand for well-qualified instructors was never so great as today. The demand for teachers who have been trained under the most helpful influences and in the best moral atmosphere is continually increasing. Careful parents are demanding that those who are to have a part in moulding and shaping the plastic material of the unfolding life of the child be well qualified for their task intellectually, but first and last and always controlled by the strongest Christian sentiments. Palmer College seeks to give just this kind of training. The best Christian influences are constantly about the teacher while here, and every effort is put forth to develop the highest type of manhood and womanhood. We are offering three courses—one leading to the degree of Bachelor of Arts in Education, consisting of four years of college work; a two-year Teacher Training Course, leading to a diploma (this course is arranged anticipating the approval of the state at the opening of the Fall Semester), and a two-year elementary course leading to a certificate.

The two-year Teacher Training Course consists of two years of professional training, under the instruction of a Specialist in Education, in the last two years of the Acamedic Course. The purpose of this course is to increase the facilities for training teachers for the elementary and rural public schools by requiring a review of such common branches as may be deemed essential by the state superintendent of public schools and for instruction in elementary pedagogy, including the art of teaching elementary agriculture.

The two-year elementary course is equivalent to the work of the eighth grade, a review of the common branches, with the additional subjects required for teaching, and the equivalent of the first year high school course. The course differs somewhat in content, but is fully equal in disciplinary and training value. This course is designed to amply prepare the student for at least a third grade certificate. The county examinations, given by the County Superintendent of Schools, are taken in lieu of the regular college examinations, and the regular "Teacher's Certificate" is issued by the state to those who are able to pass the same satisfactorily. This standard must be reached, whether the examination is taken of the county superintendent or at the State Normal.

REQUIREMENTS FOR BACHELOR OF ARTS DEGREE (A. B.) IN EDUCATION

(Course in Pedagogy.)

ABSOLUTE REQUIREMENTS

128 hours required, of which 64 are elective.

FRESHMAN

Latin I. (4) Semester Hours.
English I. (4) Semester Hours.
College Algebra I. Trigonometry and Analytics I. (4) Semester Hours.
Education I. (4) Semester Hours.
English Bible.(4) Semester Hours.

SOPHOMORE

English II. (4) Semester Hours.
History I. (4) Semester Hours.
German I. (4) Semester Hours.
Chemistry I. (4) Semester Hours.

JUNIOR ELECTIVES

32 hours to be elected:
Psychology I. (4) Semester Hours.
Physiology and School Hygiene I. (4) Semester Hours.
School Methods. (4) Semester Hours.
Problems of Secondary Education. (4) Semester Hours.
Geology. (3) Semester Hours.
Economics I. (4) Semester Hours.
Domestic Science I. (4) Semester Hours.
Agriculture I. (4) Semester Hours.
History of Education. (4) Semester Hours.
English Bible I. (Required). (4) Semester Hours.

SENIOR ELECTIVES

32 hours to be elected:
Logic and Ethics I. (4) Semester Hours.
Philosophy I. (4) Semester Hours.
Elocution. (2) Semester Hours.
Biology I. (4) Semester Hours.
Sociology I. (4) Semester Hours.
English IV. (4) Semester Hours.
Philosophy of Education. (4) Semester Hours.

TEACHER TRAINING COURSE

The Legislature of the State of Missouri in session in 1913 enacted a law providing Teacher Training Courses in high schools and academies. Graduates of Palmer College Academy will be granted a two-year state certificate after the course has been formally approved at the opening of Fall Semester. This provision furnishes a fine opportunity to graduates of two and three-year high schools, as well as the graduates of the regular four-year courses in high schools and academies to enter Palmer and secure a state certificate without examination, and at the same time earn credit toward graduation in the Academy or College.

The special subjects required for this certificate are, "Method through subject matter, Pedagogy and Method and Observation."

These subjects may be offered for college entrance.

Students not allowed to carry more than 16 hours' work, unless by special arrangement.

All students desiring to enter the special Two-year Teacher Training Course must be able to offer the following.

FIRST YEAR

English I. (4) Semester Hours.
Algerba I. (4) Semester Hours.
Latin or German I. (4) Semester Hours.
History I. (4) Semester Hours.

SECOND YEAR

English II. (4) Semester Hours.
Geometry. (4) Semester Hours.
Latin or German. (4) Semester Hours.
History. (4) Semester Hours.

THIRD YEAR

The special pedagogical subjects begin in this year.
English III. (4) Semester Hours.
Mathematics III. (4) Semester Hours.
Physics I. (4) Semester Hours.
Special Methods. (4) Semester Hours.
Reading, Language, Composition and Grammar, Geography and Arithmetic.

FOURTH YEAR

(This year's work will not be given in 1914-15, but will be offered in 1915-16.)
Agriculture I. (4) Semester Hours.
Music I. (4) Semester Hours.
Pedagogy I. (4) Semester Hours.
Psychology and Sanitation, Hygiene and Sanitation, School Management and Administration. (4) Semester Hours.

TWO-YEAR ELEMENTARY COURSE

Leading to a suitable certificate. Eighth grade graduates admitted to this course. Sixty-four hours required.

FIRST YEAR

Grammar—Recites Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.
Arithmetic—Recites Monday, Wednesday and Friday, (2¼) Semester Hours, 36 weeks.
U. S. History and Civics—Recites Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.
Pedagogy—Recites Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.
Penmanship—Recites Monday, Wednesday and Friday, (1) Semester Hours, 36 weeks.
Spelling—Recites Monday, Wednesday and Friday, (1) Semester Hour, 36 weeks.
Geography—Recites Tuesday and Thursday, (1½) Semester Hours, 36 weeks.
School Management—Recites Tuesday and Thursday, (1½) Semester Hours, 36 weeks.
English Classics—Recites Tuesday and Thursday, (1½) Semester Hours, 36 weeks.

SECOND YEAR

Elementary Algebra—Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.
Agriculture—Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.
Elementary Psychology—Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.
English Literature—Monday, Wednesday and Friday, (2½) Semester Hours, 36 weeks.

NORTH VIEW IN SUMMER TIME.

Physiology—Tuesday and Thursday, (1½) Semester Hours, 36 weeks.

Orthography—Tuesday and Thursday, (1½) Semester Hours, 36 weeks.

Methods of Teaching—Tuesday and Thursday, (1½) Semester Hours, 36 weeks.

Reading—Tuesday and Thursday, (1½) Semester Hours, 36 weeks.

DESCRIPTION OF COURSES IN EDUCATION

For description of Academic Courses in English 1, 2 and 3, Mathematics 1, 2 and 3, Latin or German 1 and 2, History 1 and 2, and Physics 1, see courses in Academic Department, and for Bookkeeping see Commercial Department. The following professional courses have been arranged by the state:

Pedagogy. 1a. Psychology: This course is given during the last year of the Academic Course. Psychology and Sanitation will occupy the Fall Semester and Management and Administration will be considered during the Spring Semester. The work in Psychology is intended primarily for the preparation of teachers. The course will consist of a careful study of the elementary principles of psychology, with a great deal of supplementary reading from assigned authors in the Teacher Training Library. Fall Semester. (4) Hours.

Pedagogy. 1b. Hygiene and Sanitation: A careful study of the problems of Hygiene as they are related to the school room. The student must familiarize himself with such topics as: The blood, the passage of oxygen through the body, foods and digestion, absorption, cell activity, excretion, the skeleton and muscular system. Scientific methods of school room sanitation, as cleaning, drainage, drinking water and cups, personal cleanliness and neatness, sleep and exercise, the effects of stimulants and narcotics will be given emphasis in this course. Students will be required to read assigned portions of library texts and make written reports. Fall Semester. (4) Hours.

Pedagogy. 1c. School Management and Administration: A study in school room management, the relation of teacher and pupil, and the relation of teacher and pupil to the community and state, and a brief study of the problems of rural life. Spring Semester. (4) Hours.

Special Methods. 1a. Reading, Language, Composition and Grammar: A careful survey of the common branches, especially with reference to teaching them in the school room. The subject matter will be carefully presented, and especial emphasis will be placed upon method of teaching the same. Fall Semester. (4) Hours.

Special Methods. 1b. Geography and Arithmetic: The course in Geography consists of a careful review of the important facts and principles, especially emphasizing a study of the local community, the State of Missouri, the Earth, Grand Divisions, the United States and Europe.

The course in Arithmetic comprises a thorough review of the subject matter, placing emphasis upon principles and methods of teaching the same. Spring Semester. (4) Hours.

I. Agriculture: A course planned to meet the demand for instruction in the grades, including an introductory study of the principles of Plant Life, Foods, Soils and Soil Fertility, Plant Propagation and Plant Enemies. The subject of Farm Crops, Farm Animals and Farm Management will be given proportionate emphasis. The instruction is given by class discussions and lectures, two periods per day given to the work. While a text book will be used as a foundation for class discussions and field work the subject will be taught largely through the laboratory methods. Throughout the year. (4) Hours.

ELEMENTARY COURSES

To meet the needs of that large class of young people who desire preparation to teach under the provisions of the third grade certificates, and who are just leaving the grades and must do some preparatory teaching before entering for a full four-year course, the Two-year Elementary Course for Teachers has been provided. It consists of a careful review of all the common branches, with the thought of teaching them in view, and in addition an elementary course in Pedagogy, School Management, Reading Circle Work, English Classics, Elementary Algebra, Agriculture, Psychology, English Literature and Methods of Teaching.

I. **Pedagogy:** An elementary course in the principles and methods of teaching, based on White's Elements and Gillettes' Vocational Education. Class recitations, lectures and collateral reading. Throughout the year. Monday, Wednesday and Friday. (2½) Hours.

I. **Management:** A brief course in the problems of the school room. Tuesday and Friday. Throughout the year. (1½) Hours.

I. **English Classics:** A brief course in the study of the classics, with the view of giving the teacher a working foundation in English Literature. Tuesday and Thursday. (1½) Hours.

I. **Agriculture:** A course designed to acquaint the teacher with the fundamental principles of the subject in preparation for teaching in the public schools. Monday, Wednesday and Friday. (1½) Hours. Throughout the year.

I. **Algebra:** An introductory course in Elementary Algebra, comprising a study of some of the more elementary principles of the subject. Monday, Wednesday and Friday. (2½) Hours.

I. **Elementary Psychology:** A study of the more elementary principles of consciousness, feeling, perception, attention, interest, sensation, imagination, memory, instinct, habit, association and will. Monday, Wednesday and Friday. Throughout the year. (2½) Hours.

I. **English Literature:** A brief course in the History and development of English and American Literature. Throughout the year. Monday, Wednesday and Friday. (2½) Hours.

I. **Methods of Teaching:** A short course in Method, designed to give elementary instruction in principles of teaching. Tuesday and Thursday. Throughout the year. (1½) Hours.

COLLEGIATE COURSES IN EDUCATION.

I. **History of Education:** A comprehensive survey of the development of educational ideals and practice from the earliest time to the present. Instruction by class recitation, lectures, and collateral readings, written reports, etc. Fall and Spring Semesters; 4 hours.

I. **Philosophy of Education:** A study of the fundamental principles of the learning process, including a careful analysis of motive, aim, and method of education. Class discussions, lectures, and original papers. Fall Semester; 4 hours.

I. **Problems of Secondary Education:** An introductory study of the problems of Secondary Education, involving questions of courses of study, management, electives, vocational and purely cultural and disciplinary courses, relative value of subjects and the many other problems before the high schools for solution. Collateral reading, reports from original sources and daily class discussions and lectures. Spring Semester; 4 hours.

For description of Collegiate Courses other than above see Collegiate Department.

DINING ROOM SCENE

DEPARTMENT OF DOMESTIC SCIENCE AND ART

Department of Domestic Science and Arts

The Department of Home Economics is opened this year in response to a demand for training in "Home Making." We are more and more coming to realize that the home is the center around which must be grouped all those salient influences for the building up of character and good citizenship; thus it is very essential that young women receive a training that will enable them to understand all the processes that are involved in the construction of an ideal home, without which there can be no real harmony and happiness. It is not our purpose to merely train cooks and dressmakers, but to raise the ideals and standards among the young women, and teach those branches of social economy involved in housekeeping, which play such an important part in the development of culture and refinement in human life.

The department offers the following Academic Two-year Course leading to a certificate, attesting the scope and content of work done.

FIRST YEAR.

English I. (Academic)	One Unit	(4) Semester Hours
Domestic Science I.	One-half Unit	(2) Semester Hours
Domestic Art I.	One-half Unit	(2) Semester Hours
Elementary Chemistry I.	One Unit	(4) Semester Hours
History I.	One Unit	(4) Semester Hours

SECOND YEAR

English I.	One Unit	(4) Semester Hours
Domestic Science II.	One-half Unit	(2) Semester Hours
Domestic Art II.	One-half Unit	(2) Semester Hours
History II.	One Unit	(4) Semester Hours
Pedagogy Ia, Ib, Ic.	One Unit	(4) Semester Hours

DOMESTIC SCIENCE

I. **Domestic Science:** A course in the preparation and cooking of foodstuffs, including making and care of fire, effect of heat, and application to different foods, proper cooking utensils, selection of food, kitchen sanitation, table setting and serving, and careful study of preparation and cooking of fruits, vegetables, cereals, meats, cheese, gelatin, butters, jellies, salads, and frozen dishes. Careful emphasis is placed on preparation of food for sick room. Instruction by class recitation, lectures and laboratory work. Throughout the year; 2 hours. Recitation and laboratory periods 80 minutes.

II. **Domestic Science:** A continuation of above course, including study of fancy cooking, home chemistry, combination of foods, development of recipe, and manufacture of foods; a study in home nursing, diseases, disinfectants, antiseptics and deodorants; consideration of home management, location, lighting, heating, ventilation, plumbing, furnishing, arrangement of interior and care of same. Class discussions, lectures and laboratory work. Throughout the year; 2 hours. Recitation and laboratory periods 80 minutes.

I. **Domestic Art:** A course in the study of textiles, history, sources, properties and manufacture, including a study in care and use of machine, threading, oiling, treading, drafting, cutting, fitting, stitching, ruffling, mitering, curving, joining, facing, seams and hems.

Class discussions, lectures and laboratory practice. Throughout the year; 2 hours.

II. Domestic Art: A continuation of course I.

For statement of other courses in this department, see outline of same in Academic Department.

Each student buys all materials except the material for model work, which is provided from the laboratory fee. Throughout the year. Recitations and laboratory, 2 hours. Periods 80 minutes.

Department of Art

The Department of Art is under the instruction of Mrs. S. H. Cotton. Students have an unusual opportunity to do work along these lines. We are offering two courses as follows: Academic, a two-year course, leading to a certificate, and a two-year course leading to a diploma.

ACADEMIC COURSE

The aim of this course is to lay a broad foundation for the professional practice of drawing and painting. Students upon entering begin work from antique cast. As soon as they show proficiency in this work they are advanced to the life class.

FIRST YEAR

Drawing and painting from fruits, flowers, still life, objects and landscape. Special attention is given to out of door sketching, the students studying the principles of color and composition directly from nature. Most of the time is devoted to the study of the figure, including drawing and painting of the head, in water color and in oil.

SECOND YEAR

Advanced work in still life, flower composition and out-of-door sketching, history of art.

In addition to the above two years of English, one year of history and one year of modern language must be taken. The course is open to eighth grade graduates.

DRAWING SUPERVISOR'S COURSE

The purpose of this course is to qualify graduates to act as teachers of drawing supervisors of art education in public and private schools. The course requires two years, in addition to the Academic Course, for completion. Candidates for entrance must be graduates of an accredited high school, or have an equivalent preparation. Practice teaching is provided for all students taking this course.

JUNIOR YEAR

Drawing and painting from cast, still life and the figure in water color and oil.

Fall Semester: Out-of-door sketching, drawing and painting of fruits, flowers and foliage, drawing from casts and antique fragments.

Spring Semester: Out-of-door sketching, study of fruits, flowers and trees. Throughout the year. Open to Freshmen.

SENIOR YEAR

Drawing and painting from landscape, still life, and life, in water color and oil. Study of the head in oil, and theory of color.

Fall Semester: Pictorial composition (landscape); still life in oil; out-door sketching. A study of the history of art.

Spring Semester: A study of head and figure in oil. History of art.

Advanced Methods: This course covers graded illustrative work, the study of pictures, pedagogy and details of supervision. Notes on the history of art and outlines of the work for eighth grades and the high school will be required. Not open to Freshmen.

Construction: This course consists in the study of design and its application to the practical problems in public school work.

China Painting: In addition to the above a full course in china painting, either realistic or conventional, will be offered. We are also prepared to fire all china painted by students.

ACADEMIC DEPARTMENT

Academic Department

Palmer Academy has been organized to meet the requirements of the state and anticipates approval of courses and teachers at opening of Fall Semester. The primary aim of the Academy is to give the student a thorough training in the fundamentals leading to the College Courses, as well as to better fit him for life and its responsibilities. Our aim is to meet the needs of those who have not had the advantages of a full high school course, and those who desire to take their high school work under Christian influences. The course offered is calculated to develop the whole man, cultivate habits of study and investigation, train the powers toward their highest efficiency, and to prepare the students for the larger responsibilities of life. We aim to maintain high standards of scholarship, and every effort is made to inculcate right habits of thinking and scholarly tastes.

Those completing this course will be graduated and receive a suitable diploma representing the amount and quality of work done.

METHOD OF COUNTING CREDITS

A unit is one year's work in a subject—when a subject is recited five times per week—and the recitations forty-five (45) minutes in length.

The College uses the hour system. A college hour, or one credit, is one recitation a week through one semester. A full year's work in one subject means five recitations of forty-five minutes in length each per week through one semester, or eight (8) hours per year. Thus a student carrying four 4-hour subjects through a semester would earn 16 hours of credit, and if carried throughout the year would earn thirty-two (32) hours of credit.

One high school or academy unit, therefore, is the equivalent of eight (8) hours. Sixteen (16) units or one hundred and twenty-eight (128) hours of work must be offered for graduation.

OUTLINE OF COURSES

FIRST YEAR

English I.	One Unit	(4) Semester Hours
Mathematics I. Algebra	One Unit	(4) Semester Hours
Latin or German I.	One Unit	(4) Semester Hours
History I.	One Unit	(4) Semester Hours

SECOND YEAR

English II.	One Unit	(4) Semester Hours
Mathematics II. Plane Geometry	One Unit	(4) Semester Hours
Latin or German II.	One Unit	(4) Semester Hours
History II.	One Unit	(4) Semester Hours

THIRD YEAR

Required

English III.	One Unit	(4) Semester Hours
Mathematics III. Algebra and Solid Geometry	One Unit	(4) Semester Hours
Physics I.	One Unit	(4) Semester Hours

PRESIDENT WATKINS' HOME.

THE HOLDEN HOME.

THE WOODERSON HOME.

ELECTIVES

One unit must be elected from the following subjects. Those planning to take the Classical Course should elect Latin:

Latin III.	One Unit	(4) Semester Hours
History III.	One Unit	(4) Semester Hours
English Bible I	One Unit	(4) Semester Hours

FOURTH YEAR

Required

English IV.	One Unit	(4) Semester Hours
Physiography I.	One Unit	(4) Semester Hours

ELECTIVES

Students planning to take the Classical Course should elect Latin, and those planning to take the Scientific Course should elect Chemistry.

Three units must be elected from the following:

Latin IV.	One Unit	(4) Semester Hours
Domestic Science and Art I.	One Unit	(4) Semester Hours
Bookkeeping I.	One Unit	(4) Semester Hours
Music I.	One Unit	(4) Semester Hours
Chemistry I.	One Unit	(4) Semester Hours
Pedagogy I.	One Unit	(4) Semester Hours
History IV.	One Unit	(4) Semester Hours

OUTLINE OF ACADEMY COURSES

ENGLISH

(Four units or 32 hours must be offered.)

I. English. Advanced Grammar and Composition: A large number of pupils entering the Academy are deficient in English grammar. To meet this need the first year is given to a thorough review of grammar. The pupil is given a thorough course in the principles of English Grammar, and the importance of correct grammatical construction and analysis is constantly emphasized. Written exercises are required at least twice per week. The introductory principles of composition are studied throughout the year. The following will be critically studied and discussed in class: Hawthorne's "Tales of the White Hills;" Lowell's "Vision of Sir Launfal;" Poe's "The Gold Bug;" Arnold's "Sohrab and Rustum;" Stevenson's "Treasure Island;" "Old Testament Stories," H. M. & Co.

The following must be read outside of class: "Huckleberry Finn;" "Mrs. Wiggs of the Cabbage Patch;" Poe's "Adventures of Hans Pfaal;" "Rebecca of Sunnybrook Farm;" "Prince and Pauper;" Blackmore's "Lorna Doone." Throughout the year. (4) Hours.

II. English. Rhetoric and Composition: A study in the fundamentals of discourse. Classics will be studied in connection with composition work. The first half of the text will be carefully studied and rhetorical principles will be drawn from classics , read and analyzed. Description and narration will be given especial emphasis during this year, and the reading will be with reference to these subjects.

The following classics or substitutes of equal value will be studied

and analyzed in the class: "The Merchant of Venice;" "Ivanhoe;" Tennyson's "Gareth and Lynette;" "First Bunker Hill Oration;" "The Deserted Village."

Outside Reading: "David Copperfield;" "A Tale of Two Cities;" "Innocents Abroad;" "Leatherstocking Tales;" "Captains Courageous;" "Esther;" "Ruth." Throughout the year. (4) Hours.

III. English. Rhetoric and Composition: During the third year of the Academy Course the last half of the text is completed, together with a study of classics and a large amount of composition work. Analysis, arrangement, outlining and organization of material given especial emphasis. Each pupil will be required to write and memorize and deliver one debate and one oration. Required readings for class discussion and study: "Sir Roger de Coverly Papers;" "Julius Caesar;" Macaulay's "Life of Johnson;" "Silas Marner."

Outside Reading: "Midsummer Night's Dream;" "The Vicar of Wakefield;" "Master of Ballantrae;" "Cranford;" "The Lady of the Lake;" "Genesis;" "Joshua;" "Judges." Throughout the year. (4) Hours.

IV. English. History of Literature: A survey of the history of literature and the lives of the men who have made it. The larger part of the time will be devoted to the literature itself. Composition and original constructive work required. The following will be studied and discussed in the class: "Macbeth;" "L'Allegro" and "Il Pensoroco;" Burke's "Speech on Conciliation;" Gray's "Elegy;" "Sesame and Lilies;" "The Idyls of the King."

Outside Reading: "Vanity Fair;" "Pride and Prejudice;" "The House of Seven Gables;" "As you Like It;" "Romola;" "Cotter's Saturday Night." Throughout the year. (4) Hours.

MATHEMATICS

I. Algebra: A thorough training in the ordinary operations, such as the solution of systems of simple equations, factoring, fractions, involution, evolution, exponents, radicals, etc., through simple quadratics; Wentworth's Elementary Algebra, or some like standard text. Throughout the year. (4) Hours.

II. Plane Geometry: A study of the relations of Algebra to Geometry and Geometry to Algebra, with demonstrations of original problems and exercises carried on with the regular propositions. Throughout the year. (4) Hours.

III. Mathematics. Algebra and Solid Geometry:

a. Algebra. A review of Elementary Algebra, with a careful study of the more advanced topics included in Secondary Algebra, to the completion of the text. Fall Semester. (4) Hours.

b. Solid Geometry; the completion of a standard text. Spring Semester. (4) Hours.

LATIN

I. Latin. Beginning Latin: A year's work in the basic principles of the language, including careful and accurate pronunciation, accent, and the acquisition of a working vocabulary, daily drill in declensions and conjugation and translating of Latin into English and English into Latin. Some standard beginner's text will be used. Throughout the year. (4) Hours.

II. **Latin. Caesar:** Four books of Caesar's Gallic War will be read. Grammatical forms and principles of syntax will receive constant emphasis. Prose composition required. Throughout the year. (4) Hours.

III. **Latin. Cicero:** During the third year four orations against Catiline, the oration for the Mainilian Law and the oration for the Poet Archias will be read. Grammar and composition work given great emphasis. Throughout the year. (4) Hours.

IV. **Latin. Virgil's Aeneid:** Fourth year work consists of about one thousand lines of Ovid's Metamorphoses, followed by the reading of five books of the Aeneid. A careful study of Latin hexameter and the mythology and geography of the Aeneid will be required. Throughout the year. (4) Hours.

GERMAN

I. **German:**..Pronunciation, vocabulary, essentials of grammar, conversation and translation. Prose reading of one hundred to one hundred and fifty pages. Throughout the year. (4) Hours.

II. **German:** Completion and review of grammer, conversation based upon text used. About 400 pages of quite difficult prose will be read during the year. Especial emphasis will be placed upon sentnce structure, grammar and prose composition. Throughout the year. (4) Hours.

SCIENCE

I. **Physiography:** A full year's work given to the study of the earth, atmosphere and water. Much time will be given to the study of formation and composition of the earth, together with the forces that have worked the changes of the years. This is a regular laboratory subject, and at least two days of the week will be given to this phase of the subject. Throughout the year. (4) Hours.

I. **Agriculture:** (See Department of Education).

I. **Physics:** Required in third year of all courses. A study in the elementary principles of heat, motion, sound, electricity and mechanics, based on Milikan and Gale's text; lectures, class discussion and laboratory work. Throughout the year. (4) Hours.

I. **Elementary Chemistry:** A course in the elementary principles of inorganic chemistry; some standard text used. Lectures, class discussion and laboratory work. Throughout the year. (4) Hours.

HISTORY

I. **History. Ancient History:** The entire year is given to the study of Oriental, Greek and Roman history. The development of nations, the forces that have played upon them, and the evolution of institutions will be given careful emphasis. Throughout the year. (4) Hours.

II. **History. Medaeval and Modern History:** A study of European nations and their development from the period of the Germanic invasions to the close of the nineteenth century. Throughout the year. (4) Hours.

III. English History: A careful study of the development of the English nation, together with a careful survey of her institutions, government, and social, political and religious life. Throughout the year. (4) Hours.

IV. History. American History and Government: A year is given to the study of American history, institutions and government, with especial emphasis upon the last 50 or 60 years of her development. Throughout the year. (4) Hours.

ENGLISH BIBLE

I. English Bible: A systematic study of the English text, both Old and New Testaments, including a careful analysis of the different books, periods and epochs, the aim of which is to give the student a comprehensive knowledge of the facts of the Bible itself. Original outlines required. Throughout the year. (4) Hours.

MUSIC

I. Music: One unit in music may be offered. The course must meet the requirements of the state, as outlined on page 30 of State Course of Study.

NOTE—For description of courses in Domestic Science and Art, Bookkeeping and Pedagogy, which may be offered see the departments under which these subjects are discussed.

AUDITORIUM.

BIBLICAL DEPARTMENT

Biblical Literature

INTRODUCTORY

No student can claim to have a liberal education who has not had a thorough course in Bible study, as well as English, Mathematics, Science and Languages. We believe the study of the English Bible is essential to the highest culture. Biblical truths are at the very basis of every branch of learning. Its greatest devotees have been the greatest intellects of the ages. The chief justification for the Christian College is that it gives the very best training for an all rounded life. It believes in training the whole man, his religious and moral nature as well as his physical and intellectual life.

To this end, and as a part of such training, the study of the English Bible is given an important place in our curriculum, and every graduate of this institution must have a good working knowledge of the English Bible.

Two courses are open to students of both Academy and College. During the First and Second years of the Academic Course students will have the benefits of Bible Classes, and during the Junior Year in the College Course English Bible is required. In addition to this students will be accommodated every year with a Bible class if desired.

To meet the needs of a very large class of students who desire a briefer course than the regular College Courses, and who desire a special course in Bible study, co-ordinated with other literary studies, we have prepared a "Special Three Years' Biblical Course" leading to graduation and attested by a suitable diploma.

Elementary English and General History should be taken in preparation for this course.

SPECIAL THREE YEARS' BIBLE COURSE

First Year

I. English Bible: (Academic) One unit, (4).
I. Church History: One unit (Collegiate) (4).
I. Homiletics: One unit, (4).
III. English: (Academic) One unit, (4).

Second Year

I. English Bible: (Collegiate) One unit, (4).
I. Psychology: (Collegiate) One unit, (4).
I. Organization and Administration: One unit, (4).
IV. English: (Academic) One unit, (4).

Third Year

I. Missions: One unit, (4).
I. Logic: Two-thirds unit, (4).
I. Ethics: One-third unit, (4).
I. Philosophy: One unit, (4)
I. Comparative Religions: One unit, (4).

DESCRIPTIONS OF COURSES

Note—Courses not found below will be described in the other departments as indicated.

I. Homiletics: A study in the preparation, arrangement, construction and delivery of sermons. A careful review of the principles of rhetoric; outlines and sermon plans, with a number of complete sermons, will be required. Class discussions, criticisms, and lectures, form an important part of the work. Fall and Spring Semesters; 4 hours.

I. Organization and Administration: A course in Religious Education, including a study of the Church as an institution, its relation to the Home Society, and the State; the Sunday school and other Church activities are given a careful study; methods and administration receive careful consideration. Fall and Spring Semesters; 4 hours.

I. Missions: A careful study of the basis of Christian Missions considered from various points of view, historical, philosophical and Biblical; a systematic survey of the missionary idea as an expression of the constant expansion of the Kingdom of God. Throughout the year; 4 hours.

I. Comparative Religions: A comparative study of notable reformers and moral teachers, including a careful analysis of their environment and service, based on Martin's Great Religious Teachers of the Far East, and Clark's Ten Great Religions. Throughout the year; 4 hours.

HALLWAY AND WEST ENTRANCE.

DEPARTMENT OF COMMERCIAL SCIENCE

Department of Commercial Science

One of the important movements in the development of Palmer College along broader lines of usefulness has been the addition of a Department of Commercial Science. This is an age demanding trained workers in all commercial pursuits. That the best possible training is none too good for the complicated life of today needs no argument.

The Commercial Department of the College offers superior advantages to young men and women seeking a place in the world of commerce. We are prepared to give a thorough course leading to graduation and diploma, under the most helpful Christian influences, free from many of the temptations that are about the average business college in the city. The department is conveniently located in well-equipped rooms, prepared for the purpose, with all the conveniences usually found in first-class commercial colleges.

We are offering the following courses: The first, a two-year course leading to a diploma and graduation, in either Shorthand or Bookkeeping, or a combination of the two; the second, one-year Brief Course, leading to a certificate.

In Shorthand a speed of one hundred words per minute must be made before either diploma or certificate are issued.

TWO-YEAR COURSE

First Year

I. Bookkeeping or Shorthand: One unit, (4).
I. English: One unit, (4).
I. German: One unit, (4); (Academic).
I. Penmanship: One unit.
I. Commercial Arithmetic: One-third unit, (4).
I. Commercial Law: One-third unit, (4).
I. Typewriting (if Shorthand is taken): One unit, (4).

Second Year

II. Bookkeeping or Shorthand: One unit, (4).
I. Typewriting (if Shorthand is taken): One unit, (4).
II. German: (Academic), One unit, (4).
I. Business English: One unit, (4).
I. Spelling and Rapid Calculation: One unit, (4).
I. Agriculture or Domestic Science: One unit, (4).

BRIEF COURSE

I. Bookkeeping or Shorthand, One unit, (4).
I. Penmanship: One unit, (4).
I. Arithmetic, Two-thirds unit, (4).
I. Typewriting (with Shorthand): One unit, (4).
I. Spelling and Rapid Calculation: One unit, (4).
I. Commercial Law: One-third unit, (4).
I. Business English: One unit, (4).

DESCRIPTION OF COURSES

Bookkeeping

I. **Theoretical:** The "20th Century Bookkeeping" system is used. The instruction is individual in method and illustrative in character. The students in this branch are under the care and supervision of the teacher, and are allowed to advance as rapidly as their proficiency will justify.

The Southwestern Publishing Company, Cincinnati, Ohio, offers certificates for good work to those who complete this system. Two periods per day.

II. **Practical:** Each student is given a capital with which he embarks in the General Merchandise business on his own responsibility, enjoying entire freedom of action, meeting business people face to face, transacting business according to law and usage. This requires him to bring into play all he has previously learned. Two periods per day.

III. **Office Practice:** The student secures employment in a series of Real Estate, Brokerage, Commission, Stock, Railway, Insurance and Wholesale Houses, where he becomes familiar with the forms and methods of conducting each respectively, after which he is promoted to a place in one of the two banks. He handles money, assumes all responsibility of an office, and attains proficiency and rapidity in office work. Two periods. Throughout the year; 4 hours.

STENOGRAPHY

I. **Theory:** The Graham System is used. The instruction treats of every principle and device for brief and legible writing. Text: Graham's Amanuensis Phonography. 4 hours.

II. **Dictation:** This work is made up of actual business letters, classified under twenty-six different heads of business, together with other matter, such as legal documents, testimony in civil and criminal cases, general information for students, etc. Text: Universal Dictation Course; 4 hours per week.

III. **Ofice Practice:** The excessive correspondence of the College and of the Department is all dictated to the advanced students, hence each student gets the practical work as that of a general business office.

OUTLINE OF OTHER REQUIREMENTS

I. **Spelling:** Special attention is given to the pronunciation and meaning of words and their use in the sentence, as well as their correct spelling. Text: Kimball's Business Speller. 2 hours.

I. **Rapid Calculation:** Here we become familiar with the calculations used by clerks and bookkeepers, including bill-making, short and simple methods of computing percentage in its application to commission, interest and bank discount; exercises for training students in rapid methods of performing operations in the fundamental rules. 2 hours.

IV. Typewriting: Here the student is trained in Letter-writing, Copying, Manifolding, Forms, Punctuation, Paragraphing, Capitalization, Filing and Indexing Letters, and all the work of a general business office. Text: Musick's Complete Touch Typewriting Instructor. 4 or 8 hours per week.

I. Penmanship: The "Zaner Method of Arm Movement Writing" is used. Prof. C. P. Zaner, Columbus, Ohio, offers certificates to those who reach a certain standard in business writing. 4 hours.

X. Arithmetic: A review of the entire subject. Special emphasis will be given to Fractions, Percentage and Mensuration. Text: Kernodle's Practical Arithmetic. 4 hours.

XI. Commercial Arithmetic: Drill is given in all the operations required in the ordinary transactions of business. Text: Inductive Commercial Arithmetic. 4 hours.

XII. Commercial Law: Only such topics are taken up as will be of interest and use to everyone in business life, such as Contracts, Negotiable Papers, Agency, Partnership, Corporations, Bailments, Guaranty and Suretyship, Insurance, Personal Property, Real Property and the like. Use is made of the text and case method, as well as the lecture and quiz methods. Text: Lyon's Commercial Law. 4 hours.

I. Business English: A thorough course in the fundamental principles of the language, based upon Hager's Applied Business English. Daily drill in composition, word tests and construction of the sentence. Spring Semester; 4 hours.

Note—For courses required and not found in above outline, see Academic Department.

CONSERVATORY OF MUSIC

Conservatory of Music

An education is not quite complete that does not include a course in classical music. No one dare deny the refining powers and infuence of music, and that it is one of the great forces for moral development, is an undisputed fact. A thorough course in music can be secured in no other way than in a regular music conservatory. "To expect to get a broad musical culture under a private teacher is as absurd as to try to secure a college education under a private instructor." Here we have together men and women who are specialists and artists, and are not to be compared to the average private teacher. The student has in addition to his or her regular music instruction the advantages of classes in the literary department, the public recitals and the refining influences of coming in daily contact and in constant association with student body and teachers.

I. PIANO DEPARTMENT

The work of the Piano Department is under the direction of Miss Gertrude Mersereau, a graduate of Oakwood Seminary, Union Springs, N. Y.; Syracuse University, with B. Mus. Degree, 1908-12; Post-Graduate of Syracuse University Music Conservatory in Piano, and active member of Syracuse Morning Musicals. Miss Mersereau is an experienced teacher, and an artist, endowed with unusual ability, and possesses the gift of reproducing her own art in others, as is evident by the results of her teaching. Students of Palmer College have a great opportunity for instruction upon this favorite instrument under her direction.

The department has been adequately equipped with first-class pianos. A new Mason & Hamlin in solid mahogany case has been placed upon the auditorium platform for concert work and the use of the vocal instructor. Piano instruction is given upon a new Krakauer piano, one of the sweetest-toned instruments on the market, and one of the best. All the practice pianos are new and are kept in perfect tune throughout the year.

ASSISTANT PIANO INSTRUCTOR

To meet the growing demands an assistant piano instructor has been employed. Mrs. Jewel Burgin Barr, a graduate of the Piano Department of Palmer College and a teacher for a number of years in the public schools of Albany, will have charge of this work, under the supervision of the head of the department. A studio has been fitted up down in the city convenient for small children and beginners. Pupils taking instruction under the assistant teacher will be given a reduced rate from the rate charged for the head of the department, and will be allowed all the privileges and advantages of the college public recitals, etc.

The work offered by the assistant is the Preparatory Course, with beginning work in technic, finger exercises, broken chords, major and minor scales, including easy pieces for grades.

We are offering two courses in piano, one leading to a teacher's certificate and the other to graduation and diploma. Those completing the course in voice will receive graduation honors and receive a suitable diploma. No degrees are conferred in these courses.

PALMER COLLEGE ORCHESTRA
Phillip H. Olsson, Director.

The courses are adjusted to meet the needs of those who desire the training either for cultural ends or personal enjoyment, as well as for those who wish to prepare as teachers and instructors in music.

Students do individual work and may advance as fast as their ability, attainments and previous preparation will permit. Diplomas are granted upon the satisfactory completion of the prescribed courses, including twelve units in high school or academic work, and after passing examinations in Harmony, Counterpoint and History of Music.

Substitutions may be made in the following courses, provided the work offered is of equal value with those outlined in the course.

TEACHER'S CERTIFICATE COURSE

Preparatory Course

Beginning work in technic, finger exercises, broken chords, major and minor scales.

Kahlau and Sonatinas and other studies.

Pieces in easy grades.

FRESHMAN COURSE

Technic, Skinner Book II, Arpeggio work, Octave studies.

Scales in thirds, sixth and tenths.

Czerny Op. 261.

Burgmuller Op. 105.

Mozart and Haydn Sonatas.

Pieces by Godard, Chaminade, Liebling, Schytte, Schumann and others.

Skinner's Preparatory Harmony completed.

SOPHOMORE COURSE

More advanced technic, scales in double thirds and sixths.

Czerny Op. 299, Cramer, McDowell Op. 39.

Bach Two-part inventions.

Pieces by Schumann, Grieg, Mendelssohn, Rubinstein, Schubert, etc.

Skinner's First Year in Theory completed.

Sight reading and ear training.

The completion of the following Junior and Senior Courses, in addition to the Certificate Course, entitles the student to graduation and diploma.

Junior Course

Technic—Skinner, Book III, Czerny 740.

Bach three-part inventions.

Easier Sonatas of Beethoven.

Chopin-Valses, Mazurkas and Polonaises.

Pieces by Moszkowski, Sherwood, Liszt, McDowell and others.

Beginning Counterpoint and more advanced Harmony.

Senior Course

Bach's Well Tempered Clavichord.

Clementi Tausig, Gradus ad Parnassum.

Moscheles, Op. 70.

More difficult Sonatas of Beethoven.

Compositions by Liszt, Saint Saens, Brahms, Chopin, etc.

Advanced Counterpoint.

II. VOICE DEPARTMENT

One of the most important departments of our work is that of Voice Culture and Vocal Training. We are offering superior advantages in Voice Training, Sight Reading for public school teachers and chorus work, under the direction of Miss Lucy Kavanaugh Peery, a graduate of The New England School of Music, Boston, Mass.

COURSE OF STUDY

First and Second Grades

Elements of notation, exercises in breathing and tone-production vocalizes and Solfeggios, pronunciation and articulation. Studies by Sieber and Concone, songs of moderate difficulty.

Third Grade

Exercises in vocalization and Solfeggios continued. Major and minor scales, embellishments and coloratura; studies by Concone, Lutgen and Marchesi; Italian, French and German songs.

Fourth Grade

Exercises for the development of the Trill; the Charomatic Scale; Studies by Marchesi, Lutgen and Lamperti; studies in Bravura; Select Arias from Standard Operas and Oratorios; songs by Schubert, Schumann, Rubinstein and Liszt.

CHORUS WORK

A chorus class will be organized at the opening of each semester. Pupils of all departments are admitted to this class. No extra charge will be made for this work, but each student must pay for all music used. Those entering the class at the opening of the semester must register for the entire semester and attend rehearsals regularly.

SIGHT READING

Sight reading classes will be formed for the especial benefit of school teachers. Public school music will be given especial emphasis.

III. VIOLIN DEPARTMENT

Palmer College offers exceptional oportunities to these desiring instruction in Violin or Band Instruments. This department is under the efficient direction of Prof. Phillip H. Olsson, a graduate of Bethany Conservatory of Music, Lindsborg, Kansas, the famous Swedish institution at Lindsborg.

Prof. Olsson has been a close student of the instruments upon which he performs with a master hand since childhood, having studied under such famous instructors as Vendla Wilber Wetterstrom, Forrest Schultz of Berlin, Hagbrad Brase of Stockholm, and others of note. We are offering special inducements to those desiring instruction under an artist in Violin, Trombone, Baritone and other Band and Orchestra instruments. All students taking music are en-

PROF. PHILLIP H. OLSSON.
Head of Violin Department.

titled to the advantages of the orchestra instruction free of charge. Two courses are offered—one leading to a teacher's certificate, including the first two year's work, the other a four-year course leading to a diploma, including the last two years of the course in addition to the above.

COURSE OF STUDY

The Violin Course includes works selected from the following:

1. (a) 1st and 2nd Henning Violin School. Sevcik op. 6. (half tone system), Parts I, V, VIII.
   (b) Etudes: Kayser, Books I, II, III.
   Sitt op. 32, Part I.
   Wolfahrt op. 45, Part I.
   Dancla op. 68.
   (c) Duets, Pleyel Duos op. 8.
   Corelli Album for Violin and Piano.
   Hermann op. 44, Petite Rhapsodie.
   H. Sitt, Solos op. 8.
   Dancla, Airs Varie, etc.

II. (a) Left hand technic through three octaves in Scale.
Arpeggios, Double stop, Sevcik op. 8, Sevcik op. 9.
Sevcik op. 2, Parts I and III.
Sevcik op. 3, 40 Bowing variations.
(b) Etudes: B. Campagnoli op. 12.
Kretuzer Etudes, 1st half.
(c) Concertos: Rode, Kreutzer, Ch. de Veriot.

III. (a) Sevcik op. 1. Violin Technic.
Part III—Nos. 5 to 10.
Part IV—Nos. 1, 5, 10, 21, 22.
(b) Etudes: Kreutzer Etudes continued.
Fiorille—36 Etudes.
Rode—24 Caprices.
Dancla—op. 73.
(c) Concertos: Spohr—Nos. 2, 7, 8.
Viotti—Nos. 22 and 23.
Mozart—Eb major.
Vieuxtemps, Ballade et Polonaise, Sonatas by Tartini, Handel and Mozart.

IV. Complete review and continue study of Violin Technic op. 1 Sevcik. Parts I, II III and IV.
Etudes: Rovelli—Etudes.
Dont—op. 35, Caprices.
Concertos: Vieuxtemps D Minor.
Mendelssohn E Minor.
Wienawski D Minor.
Mozart D Major
Beethoven Sonatas and various Fantasies.

REQUIREMENTS FOR GRADUATION

No pupil will be allowed to graduate from either the Music or Expression Departments and receive a diploma, who has not completed at least twelve units of credit in high school or academy, four of which must be in English and two in German.

TIME REQUIRED

The length of time required to complete a course in piano, violin, voice or expression is determined largely by the diligence, talent and health of the student. High standards must be maintained, and students will not be granted graduation honors and diplomas until the requirements of the course have been met.

The above requirements does not debar students from entering who have not had the 12 units of high school or academy work, but students may enter at any time and pursue such studies as they are prepared to take, **but cannot graduate until the work assigned has been completed.**

Some students of special talent may be able to complete a full course in less than four years, but the subject matter of the course must be mastered.

RECITALS

All pupils receiving a diploma are required to give a public recital at the close of the course. All music students are required to appear on the public recital programs at least twice per semester.

LITERARY WORK

All music students are allowed two literary subjects if taking two lessons per week and one literary subject if taking one lesson per week without extra charge.

IV. EXPRESSION DEPARTMENT.

This course is designed for those desiring to train for public speaking, debating, interpretation of literature, and the art of expression. It takes the pupil as it finds him, and does for him whatever is necessary to call out his inborn powers. The aim is not to fill the mind with unwelcome knowledge of many things of little value, but to seek to aid the student first of all "to find himself," to develop his native ability, to learn how to think and what to do in order to become self-centered and strong. We are offering the following courses, leading to a certificate, and a three-year course, leading to a dilpoma.

First Year

Elementary principles of vocal expression, breathing, articulation, organic gymnastics, elementary pantomime, problems in thinking, problems in voice, problems in pantomimic action, dramatic thinking, public speaking and impersonation. Text: Curry's Lessons in Vocal Expression.

Second, or Certificate Year

Tone coloring, responsiveness of voice to emotion, development of the imagination, principles of interpretation, pronunciation, grace and

STREET SCENE.

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GENTRY COUNTY COURT HOUSE.

SOUTH SIDE PUBLIC SCHOOL.

power, extemporaneous speaking, story telling, Bible reading, dramatic platform art, modern drama, stage business, extracts from Shakespeare's plays. Text: Curry's, Browning and the Dramatic Monologue.

Third, or Diploma Course

Pantomimic expression, artistic emphasis, dramatic modulations of the voice, stage business, dialect, Shakespearean tragedy and comedy, public speaking, debate, Emerson, cutting of books, original stories, arrangement of programs, study and delivery of oration. Texts: Curry's Vocal and Literal Interpretation of the Bible, and Curry's Imaginative and Dramatic Instinct.

NEEDS OF PALMER COLLEGE

Palmer College was organized in 1865 and has to its credit a career of usefulness and progress that in many respects is remarkable, in the light of the fact that it never had a penny of endowment until 1901, but was supported entirely, through those years, by student tuition and private beneficence. The institution has suffered many reverses, loss by storm, cyclone and other unavoidable misfortunes, and yet through it all the College has prospered. The benevolent-spirited friends of the institution have made great sacrifices that the school might be perpetuated. Large sums have been contributed to endowment and building funds, but these are only the indications of a greater future. The larger the growth the greater the demands and needs, and if it is to continue to develop its needs will grow in the same proportions. But we believe the friends of the College will always rally to any real need that may grow out of the prosperity of the future.

There are some pressing needs now that should have the attention of all friends who have the interest of the school at heart.

I. **An Endowment Fund:** Steps should be taken at once to raise an additional $100,000. Some encouragement has already been given to this enterprise, and any sum given or willed to the fund will be appreciated.

II. The following chairs should be endowed, each bearing the name of the founder or donor: A Biblical Chair ($10,000); Chair of English ($10,000); Chair of Science ($10,000); Chair of History ($10,000); Chair of Mathematics ($10,000); Chair of Music ($20,000).

III. A number of perpetual scholarships, bearing the name of the founder, are needed for the assistance of worthy young persons who desire an education, but are unable to secure it without some financial assistance. A scholarship of five hundred dollars would make it possible for many a young man or woman to remain in school throughout the year, while otherwise they would be compelled to give up their work.

IV. **A Building Fund:** One of the pressing needs of the College just now is more room for expansion. At least another building should be constructed the coming year, costing from $30,000 to $40,000. We need more class room, larger quarters for the Commercial

and Music Departments, and provision to meet the needs of our constantly enlarging student body, which makes necessary more and larger class rooms and larger equipment.

(a.) Why not insert the following clause in your will? I give, devise and bequeath to Palmer College, of Albany, Missouri, a corporation organized and existing under the laws of the State of Missouri, and located at Albany, in the County of Gentry, and State of Missouri, the following described property: (Here describe property, or if money, state amount) to be applied to (Here name the fund) Fund of said College.

(b.) Or, why not have your life insured in some good, reliable company, and make the college the beneficiary? No nobler use could be made of wealth than to dedicate it to the building up of an institution whose ulterior aim and purpose in life is to develop the highest type of Christian character.

TUITION AND EXPENSES

COST OF TUITION, BOARD, ROOM RENT, LABORATORY AND INCIDENTAL FEES, ETC.

All tuition and fees are collected at the opening of each semester. Where it is necessary that payment be deferred proper arrangements must be made as to when such payment can be made. Students and parents will co-operate with us and save us the necessity and embarrassment of carrying any open accounts.

All board bills must be paid in advance, in order that the best service be rendered in the dining hall. This is absolutely essential, and those managing the dining hall are under no obligation to furnish board unless the above requirements are met.

All books used in the various departments of the institution are kept on sale by the College Book Man, and no books will be delivered until payment has been made.

No tuition or fees will be returned from any department unless in the case of protracted sickness. Students leaving classes, dropping work or leaving the institution will do so at their own expense.

Lessons missed in the Music Department will not be "made up" unless the absence has been caused by sickness on the part of the pupil. Music instruction is sold by the semester and not by the single lesson.

LATE REGISTRATIONS

Students registering during the first three weeks of the semesters will be charged full tuition and fees. Those entering between the third and eighth week one-eighth will be deducted. Those entering between eighth and fourteenth weeks one-half rate will be charged. Those entering between fourteenth week and close of semester one-fifth rate will be charged.

Expenses

Tuition, Laboratory Fees, Piano, Typewriter and Room Rent

	First Semester 18 Wks.	Second Semester 18 Wks.	Winter Semester 14 Wks.
Collegiate department tuition	$25.00	$25.00	$18.00
College students taking less than 12 hours will pay per hour	1.75	1.75	1.50
Academy and Normal tuition	20.00	20.00	16.00
Academy students taking less than 12 hours or three subjects will be charged per hour	1.50	1.50	1.25
Commercial tuition	22.50	22.50	18.00
Typewriter rent, one period, daily	5.00	5.00	3.50
Typewriter rent, two periods, daily	8.50	8.50	6.00
Domestic Science and Art tuition	22.00	22.00	17.00
Music, Expression and Art			
Under Head Instructor			
Piano, Voice, Violin, Band Instrument tuition including orchestra work (two 45-minute periods per week)	25.00	25.00	19.00
One 45-minute period per week, tuition including orchestra work	14.00	14.00	10.00
Orchestra students coming from outside for orchestra work alone	3.00	3.00	2.00
Harmony tuition	8.00	8.00	5.00
Counterpoint tuition	8.00	8.00	5.00
History of Music tuition	6.00	6.00	4.00
Sight Reading tuition	8.00	8.00	5.00
Piano Tuition (Under Assistant Instructor)			
Two 45-minute periods per week	20.00	20.00	15.00
One 45-minute period per week	10.00	10.00	7.50
Expression and Art tuition (same as Music)	.....	.....	.....
Piano rent (four periods daily)	7.00	7.00	5.00
Piano rent (two periods daily)	3.50	3.50	2.50
Laboratory Fees			
Chemistry, Biology and Domestic Science	5.00	5.00	4.00
Physics	3.00	3.00	2.00
Physiography	2.00	2.00	1.50
Agriculture	2.00	2.00	1.50
Room rent (two in a room), Dormitory	12.00	12.00	8.00
Room rent (one in a room), Dormitory	14.00	14.00	10.00

ROOM AND BOARD

Rooms may be secured in private houses, near the College, at from fifty cents to one dollar per week.

Board in the College Dining Hall at $2.25 to $2.50 per week.

Board in private families at from $3.00 to $4.00 per week.

A Diploma Fee of $5.00 is charged all graduating and receiving a diploma.

A fee of $3.00 will be charged those completing courses for which certificates are issued.

All recitation and dormitory rooms are fitted with 16-candle power carbon incandescent lights. Students and teachers desiring the Standard Tungsten light will furnish them at their own expense.

Students and teachers will be held responsible for all damage done to College property, and no grades will be given when such bills remain unpaid.

BOARDING AND ROOMING OUT

Young ladies desiring to board or room out in town must have a written request for such privilege made to the College by parents or guardian. It is the policy of the institution to fill all the Dormitory rooms before any are allowed to room out in town, and when such permit is issued the place of rooming must be approved by the President. At any time students who have been given this privilege and abuse it by misconduct it will be revoked by the school, and the young lady requested to move into the Hall. All such students are under the same restraints and regulations as those rooming in the Dormitory.

GENERAL EXPENSES

The total cost of a course of study covering one year in Palmer College in the Collegiate, Academic, Education, Commercial or Domestic Science Departments need not exceed $170. The opportunities for self help in Albany are so many that this can be materially reduced by economy and industry. Laundry privileges will be afforded all young women rooming in the College Dormitory. Those rooming in the dormitory should provide themselves with bedding, including comforters, pillow cases, sheets and woolen blankets, towels, rugs, etc.

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